

LOS ANGELES POLICE COMMISSION

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POLICE ADMINISTRATION BUILDING
100 WEST FIRST STREET, SUITE 134
LOS ANGELES, CA 90012-4112

(213) 236-1400 PHONE
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November 19, 2021

BPC #21-1217

The Honorable Public Safety Committee
City of Los Angeles
c/o City Clerk's Office
City Hall, Room 395
Los Angeles, CA 90012

RE: FOLLOW-UP RESPONSES TO PUBLIC SAFETY COMMITTEE RELATIVE TO
RESEARCH REQUESTS ON REPORTED ANTI-ASIAN AMERICAN PACIFIC
ISLANDER (AAPI) HATE CRIMES, COUNCIL FILE NO. 21-0264

At the regular meeting of the Board of Police Commissioners held Tuesday, November 16, 2021, the Board APPROVED the Department's report relative to the above matter.

This matter is being forwarded to you for informational purposes.

Respectfully,

BOARD OF POLICE COMMISSIONERS

A handwritten signature in blue ink that reads "Maria Silva".

MARIA SILVA
Commission Executive Assistant II

Attachment

c: Chief of Police

BPC#21-217
RECEIVED

NOV 10 2021

POLICE COMMISSION

INTRADEPARTMENTAL CORRESPONDENCE

November 10, 2021
1.1

TO: The Honorable Board of Police Commissioners

FROM: Chief of Police

REVIEWED BY: *[Signature]* 11/10/21
RICHARD M. TEFANK
EXECUTIVE DIRECTOR
DATE

SUBJECT: FOLLOW-UP RESPONSES TO PUBLIC SAFETY COMMITTEE RELATIVE TO RESEARCH REQUESTS ON REPORTED ANTI-ASIAN AMERICAN PACIFIC ISLANDER (AAPI) HATE CRIMES, COUNCIL FILE NO. 21-0264

RECOMMENDED ACTIONS

1. That the Board of Police Commissioners (Board) REVIEW and APPROVE the attached report responding to the Los Angeles City Council Public Safety committee's follow-up research request regarding the Anti-AAPI Hate Crimes.
2. That the Board TRANSMITS this report to the Los Angeles City Council Public Safety Committee.

DISCUSSION

At the request of the Los Angeles City Council and the Public Safety Committee, attached is the report (fact sheet) prepared by the Los Angeles Police Department, Hate Crime Coordinator.

If you should have any questions, please contact Captain Jonathan L. Tippet, Commanding Officer, Robbery-Homicide Division, at (213) 486-6850.

Respectfully,

[Signature]

MICHEL R. MOORE
Chief of Police

**BOARD OF
POLICE COMMISSIONERS**
Approved *November 16, 2021*
Secretary *Maria Silva*

Attachment

INTRADEPARTMENTAL CORRESPONDENCE

September 21, 2021

1.8

TO: Chief of Police

FROM: Chief of Detectives

SUBJECT: FOLLOW-UP RESPONSES TO PUBLIC SAFETY COMMITTEE RELATIVE TO RESEARCH REQUESTS ON REPORTED ANTI-ASIAN AMERICAN PACIFIC ISLANDER (AAPI) HATE CRIMES, COUNCIL FILE NO. 21-0264

Attached for your approval and signature is an Intradepartmental Correspondence addressed to the Board of Police Commissioners and a corresponding fact sheet, responding to the Los Angeles City Council Public Safety Committee's (PSC) follow-up research request stemming from Council File No. 21-0264. The PSC initially directed the Department to "report on recent reports of increased hate crimes targeting Asian Americans in the City and on LAPD's response to this troubling trend, as well on potential resources that could be used to reduce instances of hate crimes targeting Asian-American communities and cultural sites; and to identify and prosecute those responsible for these crimes."

In the attached fact sheet, Robbery-Homicide Division addressed the follow-up requests stemming from PSC's motion:

1. "DIRECT the LAPD, with the assistance of the City Attorney, to report on recent reports of increased hate crimes targeting Asian Americans in the City and on the LAPD's response to this troubling trend, as well as on potential resources that could be used to reduce instances of hate crimes targeting Asian American communities and cultural sites; and, to identify and prosecute those responsible for these crimes."
2. "DIRECT the LAPD to dialogue with the Asian American Pacific Islander community in a very structured way on the topic of disaggregation and to get feedback from the community on what they would like to see in terms of collecting data about nationality, country of origin, etc. and how to do so, if that is the direction that the community would like."
3. "DIRECT the LAPD to develop an online platform to provide additional opportunities for individuals to report on hate incidents and the LAPD to be able to track incidents geographically."

If you should have any questions or concerns, please contact Detective III Orlando Martinez, Hate Crimes Coordinator, Robbery-Homicide Division, at (213) 486-6890.

Respectfully,



KRIS E. PITCHER, Deputy Chief
Chief of Detectives

Attachments

FACT SHEET

FOLLOW-UP RESPONSE TO PUBLIC SAFETY COMMITTEE RELATIVE TO RESEARCH REQUESTS ON REPORTED ANTI-ASIAN AMERICAN PACIFIC ISLANDER HATE CRIMES, COUNCIL FILE NO. 21-0264

October 28, 2021

BACKGROUND: On Wednesday, April 7, 2021, members of the Los Angeles City Council Public Safety Committee (PSC), passed a motion directing the Los Angeles Police Department (LAPD) to:

“report on recent reports of increased hate crimes targeting Asian Americans in the City and on LAPD’s response to this troubling trend, as well as on potential resources that could be used to reduce instances of hate crimes targeting Asian-American communities and cultural sites; and to identify and prosecute those responsible for these crimes.”

The PSC asked the Department to follow up on requests which arose during the motion regarding bias-motivated crimes, commonly referred to as “Hate Crimes.”

FINDINGS: The Department completed the analysis as requested by the Los Angeles City Council PSC motion:

- 1) “DIRECT the LAPD, with the assistance of the City Attorney, to report on recent reports of increased hate crimes targeting Asian Americans in the City and on the LAPD’s response to this troubling trend, as well on potential resources that could be used to reduce instances of hate crimes targeting Asian American communities and cultural sites; and, to identify and prosecute those responsible for these crimes.”
- 2) “DIRECT the LAPD to dialogue with the Asian American Pacific Islander community in a very structured way on the topic of disaggregation and to get feedback from the community on what they would like to see in terms of collecting data about nationality, country of origin, etc. and how to do so, if that is the direction that the community would like.”
- 3) “DIRECT the LAPD to develop an online platform to provide additional opportunities for individuals to report on hate incidents and the LAPD to be able to track incidents geographically.”

The Robbery-Homicide Division (RHD) Hate Crime Coordinator (HCC) provides the LAPD with quarterly statistics on hate crime and hate incident trends from throughout the City. An analysis of these trends has demonstrated a substantial increase in hate crimes and hate incidents directed towards the City’s Asian American Pacific Islander (AAPI) community.

Robbery Homicide Division was tasked with responding to the PSC’s request. The HCC contacted the Department’s Information Technology Division (ITD), Application Development and Support Division (ADSD), COMPSTAT Division, Volunteer Coordinator, Evaluation and Administration Section (EAS), and Office of Operations (OO) for the following information.

FACT SHEET

FOLLOW-UP RESPONSE TO PUBLIC SAFETY COMMITTEE RELATIVE TO RESEARCH REQUESTS ON REPORTED ANTI-ASIAN AMERICAN PACIFIC ISLANDER HATE CRIMES, COUNCIL FILE NO. 21-0264

October 28, 2021

Research Item 1: *“DIRECT the LAPD, with the assistance of the City Attorney, to report on recent reports of increased hate crimes targeting Asian Americans in the City and on the LAPD’s response to this troubling trend, as well on potential resources that could be used to reduce instances of hate crimes targeting Asian American communities and cultural sites; and, to identify and prosecute those responsible for these crimes.”*

The following tables depict 2021 year-to-date occurrences of hate crimes and hate incidents that have targeted the Asian American/ Pacific Islander (AAPI) communities in the City of Los Angeles. Through August 31, 2021, there were 32 anti-AAPI hate crimes and 46 anti-AAPI hate incidents in the City of Los Angeles.

AAPI Hate Inc. by Bur./Div.

OWB	22
WIL	10
WLA	4
OLYM	4
HWD	3
PAC	1
OCB	11
CENT	6
NOE	2
HOBK	2
RAMP	1
OVB	8
DEV	3
VNYS	3
WVAL	2
OSB	5
SOW	5
Grand Total	46

Table 1- 2021 Anti-AAPI Hate Incidents YTD

AAPI Hate Crimes by Bur./Div.

OWB	19
OLYM	6
WIL	4
PAC	4
HWD	3
WLA	2
OCB	10
RAMP	5
CENT	5
OSB	2
SOW	1
HARB	1
OVB	1
NHWD	1
Grand Total	32

Table 2- 2021 Anti-AAPI Hate Crimes YTD

On December 17, 2020, the Department issued Special Order No. 32, titled, “Reporting Incidents Motivated by Hatred or Prejudice – Revised.” The Department directs responding officers to complete the Request for Confidentiality of Information form, (not required for hate Incidents), provide the victim with a hate crime resource pamphlet, a Marsy’s Law pamphlet, and request a field supervisor to their location.

The Area Watch Commander’s responsibility is to make an entry in the Watch Commander’s Daily Report upon being notified of a crime or incident motivated by hatred or prejudice. The

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Watch Commander shall then forward a copy of the Watch Commander's Daily Report entry along with a copy of the Sergeant's Daily Report documenting the contact with the victim to the Area HCC. The Watch Commander shall then forward a copy of the report to the Department Operations Center (DOC) and notify their Area Community Relations Office (CRO).

The Area CROs are directed to conduct outreach efforts with the affected community members by conducting the following:

- Continually meet with the public to build and strengthen relationships with the community; and,
- Liaise and engage with each community's most vulnerable individuals and groups and inform the Department about the issues and concerns specific to those communities.

The CRO will also provide the public with information regarding Department policy, enforcement efforts, safety, security, crime prevention, and with cultural diversity training.

The Department HCC is responsible for ensuring the Department produces and disseminates a "Hate Crime Brochure" as required by the California Penal Code. The HCC ensures that all officers receive training on the requirement to distribute the "Hate Crime Brochure" to all suspected hate crime victims and all other interested persons. The HCC compiles a quarterly hate crime report to the Commanding Officer of Detective Bureau and provides copies of reports and documents to any agencies working in partnership with the Department via a Memorandum of Understanding (MOU). The HCC provides quarterly training for all Area HCCs, ensures all hate crime cases are entered into the Department of Justice (DOJ) hate crime database, confirms that copies of all hate crime reports are forwarded to DOJ, and liaise between Department training entities to certify hate crime training accuracy and uniformity.

In response to the number of increased hate crimes, the HCC and OO have leveraged the Department's social media accounts and the City's 311 system to provide greater awareness and prevention tips through the following strategies:

- Creation of protocols for documenting instances of hate;
- Increased foot patrols in Chinatown and Little Tokyo; and,
- Educating the Chinese Consolidated Benevolent Association (CCBA) and the Chinese Chamber of Commerce.

Additionally, the Department and the Federal Bureau of Investigation (FBI) have partnered to create the Los Angeles Hate Crime Task Force (LAHCTF). The LAHCTF also includes the Los Angeles County Sheriff's Department, Beverly Hills Police Department, Glendale Police Department, and the Burbank Police Department.

The Department has also created and posted hate crime awareness videos and "Hate Crime Tools and Resources" cards in several AAPI languages, as well as translated the "Hate Crime

FACT SHEET

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October 28, 2021

Brochure” in AAPI languages. The HCC has worked with the Korean American Coalition (KAC) and Korea Town Senior and Community Center to make hate crime videos with advocacy groups. Additionally, the Department works with the Hate Crimes Prosecution units of both the Los Angeles District Attorney’s Office and the Los Angeles City Attorney’s Office to ensure proper investigation and prosecution of all hate crimes and incidents.

Further, the Area Senior Lead Officers (SLOs) address hate crimes and hate incidents during Community Police Advisory Board (CPAB), Civilian Police Academy, Building Association, Neighborhood Council, “Coffee with a Cop,” and Business Association meetings. The Chief of Detectives and Department HCC also hosted a virtual “Hate Crime Summit” addressing anti-AAPI hate crimes and incidents and do so every year.

The Department has an existing robust volunteer program, the Community Volunteer Program (CVP), which is available to the residents of each geographic Area. The CVP volunteers are assigned to specified tasks to assist the Department with providing services to the community. Volunteers are intended to supplement and support, rather than supplant, sworn officers and civilian personnel. However, the utilization and proactive responses by CVP over the past year have been shuttered and delayed due to the COVID-19 pandemic.

Although the volunteer program is not being utilized at this time due to the pandemic, the Area Commanding Officer may assign CVP volunteers with specific tasks after being deemed safe by the Los Angeles County Department of Public Health. The Area Commanding Officer may task the CVPs to provide extra patrols, engage with community watch groups, and conduct surveillance of cultural/heritage sites to assist the Department in meeting its mission of safeguarding lives, reducing the fear and incidence of crime, and enhancing public safety.

RECOMMENDATION: The HCC recommends that the Department Area commands reinstate the CVP when appropriate and safe to do so and direct them to specifically engage in programs impacting the AAPI community.

Research Item 2: *“DIRECT the LAPD to dialogue with the Asian American Pacific Islander community in a very structured way on the topic of disaggregation and to get feedback from the community on what they would like to see in terms of collecting data about nationality, country of origin, etc. and how to do so, if that is the direction that the community would like.”*

In direct response to the City Council’s request, the Community Relations Section, Office of the Chief of Police, conducted meetings with AAPI community and advocacy groups and inquired as to the community’s thoughts on disaggregating Race and Ethnicity data on this topic.

The Department determined that asking for disaggregated “Race” information would negatively affect the Department’s relationship with immigrant communities and instill fear of immigration-related reprisals when reporting crimes to the police. The community feedback was consistently negative regarding this research item as they believed it would increase the fear of the Department’s sharing of immigration status information with the federal government. Los

FACT SHEET

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Angeles residents may be fearful of their immigration status and personal information seized and used by immigration officials for deportation purposes.

Furthermore, the Department uses the Consolidated Crime Analysis Database (CCAD) for its Records Management System (RMS). The crime data captured in CCAD adheres to the Federal Bureau of Investigation's (FBI) Summary Reporting System (SRS) requirements. The LAPD RMS system currently adheres to California Department of Justice (CALDOJ) California Incident-Based Reporting System (CIBRS) protocols for "race of victim" via our Department codes. In accordance to the CALDOJ requirements, the Department adheres to the State data values to merge data. Current CCAD race of victim or "Descent" codes are comprised of the following:

- Other Asian
- Black
- Chinese
- Cambodian
- Filipino
- Guamanian
- Hispanic/Latin/Mexican
- American Indian/Alaskan Native
- Japanese
- Korean
- Laotian
- Other
- Pacific Islander
- Samoan
- Hawaiian
- Vietnamese
- White
- Unknown
- Asian Indian

The Department strictly adheres to State crime reporting systems to remain compliant with state and federal crime reporting systems. The victim values are pre-set and cannot be changed. These "race of victim" data values will not change and will continue to be collected per CALDOJ guidelines. Department "race of victim" values are reported to CALDOJ, who in turn modifies the data to be compliant with FBI Uniform Crime Reporting (UCR) valid data values. It is necessary to remain consistent in data values across all California agencies to properly report data to the FBI and maintain an accurate database of law enforcement activity in California.

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Additionally, in 2018, the Department convened a working group comprised of the Department and community members, and representatives from the Los Angeles District Attorney's and City Attorney's offices, to develop best practices when interacting with Los Angeles' immigrant communities to build public trust, increase crime reporting and allay fears of civil immigration enforcement. The working group developed new Administrative Orders (AO) concerning Department contacts with the public, including the collection of information related to the place of birth and national origin, noting the community fears that place of birth or nationality "may be indirectly used to determine immigration status."

Administrative Order No. 17 (dated October 15, 2019), Automated Field Data Reports (FDR) / Completion and Tracking, delineates the procedures for LAPD officers to follow when completing FDR information for every person detained or searched. Administrative Order No. 17 directs officers to report their perceptions of specified characteristics regarding the person stopped, detained, or searched. This includes the perceived race or ethnicity of the person. Administrative Order No. 5 (dated March 17, 2020), Field Interviews and Field Interview Report, similarly states "Some members of the public may misperceive the purpose of inquiring about a person's birthplace when questioned during a law enforcement contact, especially when contacting the police as a victim or witness. To minimize the potential misperception and possible degradation of public trust, the following procedures shall be followed: Officers *shall not* ask a victim, witness, or temporarily detained person for his or her place of birth unless necessary under particular circumstances in order to investigate a criminal offense."

California Penal Code section 422.55 defines a hate crime as "a criminal act committed, in whole or in part, because of one or more of the following actual or perceived characteristics of the victim: (1) disability, (2) gender, (3) nationality, (4) race or ethnicity, (5) religion, (6) sexual orientation, and (7) association with a person or group with one or more of these actual or perceived characteristics." The actual or perceived characteristic of the victim, from the offender's perspective, is paramount to meeting the elements of the hate crime. Therefore, what the suspect believes the victim's protected characteristic to be is more relevant than the victim's actual characteristics.

NOTE: An anti-AAPI crime committed against a non-AAPI by a suspect who perceives the victim to be Chinese, is a crime against the Chinese community, even though the victim is non-AAPI.

The Department believes the risks of disaggregating victim race data outweighs the benefits of tracking specific victim race, nationality, and ancestry. The immigrant residents of Los Angeles historically have distrusted the Department's collection and use of race, nationality, and ancestry data. Fears that the Department would share the information with federal partners, such as Department of Homeland Security are barriers to public trust and decrease the reporting of crimes and cooperation of witnesses in immigrant communities.

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RECOMMENDATION: The HCC recommends that the Department continue to follow LAPD policy and CALDOJ guidelines when inquiring and documenting victim race, nationality, and ancestry to maintain public trust. The LAPD currently uses 12 separate AAPI related “race of victim” data values that are consistent with CALDOJ policies.

Research Item 3: *“DIRECT the LAPD to develop an online platform to provide additional opportunities for individuals to report on hate incidents and the LAPD to be able to track incidents geographically.”*

The HCC contacted ADSD and EAS for details on the LAPD Community Online Reporting System (CORS). The Community Online Reporting System is facilitated by an outside vendor (Lexis Nexis) under contract with the Department. When completing an online report, members of the community visit the official Department public website and are directed to an external website when making a police report in either English or Spanish. The Department currently allows eight types of reports eligible for online reporting:

- Harassing/Annoying telephone calls (e.g.-any person who repeatedly, with the intent to annoy, telephones or makes contact by means of an electronic communication);
- Hit and Run (e.g.-leaving the scene of an accident without providing required license, insurance, or vehicle information);
- Identity Theft (e.g.-when your personal identifying information was used to obtain goods or services without your permission);
- Lost Property (e.g.-lost property is personal property that was unintentionally left by its true owner);
- Theft (e.g.-property is taken without owner’s permission);
- Theft from Vehicle (e.g.-property is taken from vehicle without owner’s permission);
- Vandalism (e.g.-any person who maliciously damages, destroys or defaces the property of another person); and
- Vehicle Collisions (e.g.-a traffic accident where both parties have exchanged information).

Once a member of the community completes an online report, the system forwards a copy of the report to the Department’s DOC where it is reviewed by line officers and/or trained civilian workers for preliminary approval. The report is reviewed to ensure the elements of the criminal offense are included and appropriate, and for thoroughness, accuracy and eligibility. Online reports that do not include the necessary or incorrect information, such as elements of crime or location information, are rejected and returned to the filer with a request for additional information. Reports that do not have the correct criminal elements to be classified as an eligible report are returned to the filer with instructions to file the report with their local community police station.

The report is then forwarded for supervisory review at the DOC. Once approved by a supervisor, the online report is forwarded to the Area Records Section of the LAPD community police

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FOLLOW-UP RESPONSE TO PUBLIC SAFETY COMMITTEE RELATIVE TO RESEARCH REQUESTS ON REPORTED ANTI-ASIAN AMERICAN PACIFIC ISLANDER HATE CRIMES, COUNCIL FILE NO. 21-0264

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station responsible for handling, processing and investigating the report. Incoming reports form a queue at the local records Area and are entered into the Department system. Online reports are assigned Division of Records (DR) numbers as soon as processed and distributed to the relevant detective sections.

The contract between Lexis Nexis and the Department provides for the inclusion of additional reports to CORS. However, any reports which deviate from the norm and necessitate substantial changes would require an amended or renegotiated contract with the company. Currently, hate crime and hate incident reports include the additional Department's "Request for Confidentiality of Information" report (Form 03.02.00), two-page "Hate Crime Supplemental Report" (Form 03.01.05), "Hate Crime Resource Pamphlet" (Form 15.91.00) and "Marsy's Law-Victim's Bill of Rights information" forms.

The Department believes the public would be better served with officers responding to, investigating, and completing a thorough hate crime or hate incident investigation during instances which could be motivated by bias or hate.

Community members generally do not know whether the elements of a crime have been met during public encounters, as evidenced by the variety of service calls to the 9-1-1 system that do not qualify as emergencies and clog the system. The Department believes in the priority of hate crime and hate incident investigations and prioritizes each case as a serious offense, no matter the underlying crime. Community members rarely call the police to report being the victim of a hate crime or hate incident. Community members report suspected crimes and the responding officers complete a preliminary criminal investigation and related crime or incident reports based upon the articulated facts of the incident and applicable California Penal Code sections.

Additionally, the CORS system is only available in English and Spanish. The City of Los Angeles is one of the most diverse cities in the world. According to the Department's language roster maintained by the DOC, sworn officers speak approximately forty different languages in addition to having access to the AT&T Language Bank twenty-four hours a day. Community engagement in the victim's preferred language increases public trust and assists the community in understanding the criminal justice system and their victims' rights.

RECOMMENDATION: The HCC recommends that hate incidents not be included in the Department's CORS and that officers continue to be dispatched to each individual reported instance for preliminary investigation.

LES DEPARTMENT ITY POLICE

ロサンゼルス警察署
コミュニティポ
スデモーション

Hate Crime Coordinators

罪コーナーネーターを憎む

Los Angeles, CA 90014	(213) 833-3750
Northridge, CA 91325	(818) 832-0609
Palmdale, CA 91331	(661) 834-3115
San Pedro, CA	(310) 726-7900
Los Angeles, CA 90033	(323) 342-8900
Los Angeles, CA 90028	(213) 972-2967
North Hollywood, CA	(818) 838-9610
Los Angeles, CA	(323) 846-5363
Los Angeles, CA	(323) 561-3421
Los Angeles, CA	(818) 754-8410
Los Angeles, CA 90006	(213) 382-6628
Los Angeles, CA 90056	(310) 482-6313
Los Angeles, CA 90017	(213) 484-3450
Los Angeles, CA 90003	(323) 786-5420
Los Angeles, CA 90061	(213) 972-7813
King Blvd.	(213) 485-6570

Topanga Area
21501 Schoenborn St., Canoga Park, CA
91304

(818) 756-4820

Van Nuys Area

6420 Sycamore Ave., Van Nuys, CA 91401

(818) 374-0040

West Los Angeles Area

1663 Burler Ave., Los Angeles, CA 90025

(310) 444-1580

West Valley Area

19020 Vanowen St., Reseda, CA 91335

(818) 374-7730

Wishire Area

4861 W. Venice Blvd., Los Angeles, CA
90019

(213) 922-8205

RESOURCES リソース

Government and Community Based
Organizations that provide assistance to
victims of hate crimes.

政府およびコミュニティベース
に支援を提供する組織ヘイトクライムの
犠牲者。

Los Angeles County Commission on
Human Relations

(213) 728-2788

Human Services Department Human
Relations Commission

(213) 978-1660

U. S. Department of Justice Community
Relations Service

(213) 894-2941

Anti-Defamation League

(310) 446-8090

Asian American Advancing Justice- Los
Angeles

(213) 977-7500

Coalition for Humane Immigrant Rights
of Los Angeles

(213) 353-1333

L. A. Gay and Lesbian Center

(800) 373-2227

Muslim Public Affairs Council Hate
Crimes Hotline

(800) 898-3558

National Association for the Advance-
ment of Colored People (NAACP)

(310) 397-1171

Simon Wiesenthal Center's Tools for
Tolerance

(310) 553-9036

South Asian Network

(800) 281-8111
or (562) 403-
0408

IN CASE OF EMERGENCY DIAL 911

緊急の場合はダイヤル911

緊急でない場合は、ロサンゼルス市警
1-877-ASK-LAPD (1-877-275-5273)
または聴覚障害者のためのTTY1-877-
275-5273。

追加情報を入力することもできます
このページについて、追加の
防犯のヒント、ロサンゼルス市警のウ
ェブサイト www.lapdonline.org で、
「犯罪予防」。

あなたにはに関する情報を持っている必
要があります 犯罪捜査や活動をお願い
します 最寄りの警察署または「犯罪」
に連絡してください「ヒント」 (1-877-
LAPD247 (1-877-527-3247))。

WWW.LAPDONLINE.ORG
WWW.JOINLAPD.COM



PRODUCED BY:
LOS ANGELES POLICE DEPARTMENT

Detective Support and Vice Division
100 West First Street, Room 630, Los Angeles, CA 90012
(213) 996-1390

hatecrimesunit@lapd.facty.org
COMMUNITY RELATIONS SECTION

Crime Prevention Unit
100 West First Street, Room 250, Los Angeles, CA 90012
(213) 486-6000

刑事事件の取り扱い方のガイドラインの概要をダウンロードして
印刷。ロサンゼルス市警に基づいて作成されています。
複製、または再配布しないでください。犯罪被害者保護局
その他のプログラム、サービスへの参加を促進するための印刷複製。

HATE
CRIMES
RESOURCE
リソースパ
ンチ



什麼是仇恨犯罪？

仇恨犯罪是針對受害者的種族、國籍、宗教信仰、性取向、性別認同、殘疾，或是性別而進行的犯罪行為或是犯罪未遂：這些行為造成的後果包括成人身傷害、暴力威脅，和財產損失。

什麼是仇恨事件？

仇恨事件和仇恨犯罪一樣，都是針對於受害者的種族、國籍、宗教信仰、性取向、性別認同、殘疾，或是性別而進行的行為。仇恨事件和仇恨犯罪不同的是仇恨事件不是犯罪行為。仇恨事件的事例包括：針對於個人或是群體的種族侮辱和稱謂，放到草地或是郵箱裡的具有冒犯性的材料和傳單，或是沒有造成財產損失的塗鴉。

為什麼要報告仇恨犯罪和仇恨事件？

如果您作為受害者、證人，或是代表受害者，報告仇恨犯罪或是仇恨事件，您是在幫助找出需要干預和預防資源的領域，這樣才能更好的保護您的法律權益。如果您願意，您也可以收到社區熱線提供的免費回訪和更多的幫助。

If you are in immediate danger or a crime is being committed, call 9-1-1. If you are not in immediate danger, you can call (877) ASK-LAPD.

CHINESE

09/2021



中國服務中心
www.asiapacificphillyandpharmcouncil.org

亞太諮詢服務:
www.asiaadv.org

亞太諮詢和治療中心:
www.asiaadv.org

心理健康服務

緊急疏導中心(沒有急診或
中國服務中心)
www.asiaadv.org

健康服務

特介至基於亞洲社區的社會服務機構
亞太政策與規劃理事會:
www.asiapacificphillyandpharmcouncil.org

● (800) 520-2356 (普通話/粵語)

亞美公義促進中心-洛杉磯
www.advancingsocialjustice-la.org

法律服務/受害者權益

報告仇恨事件

● 致電 (877) ASK-LAPD

● 停止亞裔仇恨: stoppeephate.org (中文)

報告仇恨犯罪

如果您正處於危險之中，您可以撥打911。如果您沒有，如果您並不在危險之中，您可以撥打(877) ASK-LAPD。

LOS ANGELES POLICE DEPARTMENT COMMUNITY POLICE STATIONS

Area Detectives Hate Crime Coordinators:

Central Area 201 E. 6th Street, Los Angeles, CA 90014 10200 Broadway Ave., Los Angeles, CA 91326	(213) 624-5760 (818) 857-4616
Eastside Area 17240 Burbank St., Rosemead, CA 91371	(626) 464-2110
North Area 2125 Laurel E. Drive, San Gabriel, CA 91721 2111 E. 1st Street, Los Angeles, CA 91023	(213) 726-1900 (213) 247-8616
West Central Area 1300 N. Western Ave., Los Angeles, CA 90026	(213) 972-2367
Westside Area 11271 W. Cimarron Blvd., West Athens, CA 91345	(818) 424-5810
West Area 3430 S. Central Avenue, Los Angeles, CA 90007	(213) 846-0583
West Area 3365 San Fernando Road, Los Angeles, CA 90065	(213) 561-3471
West Area 13601 Lincoln Blvd., North Hollywood, CA 91605	(818) 704-4410
North Area 1120 E. Normandie, Los Angeles, CA 90046	(213) 262-6628
Public Area 12512 Crenshaw Blvd., Los Angeles, CA 90006	(213) 482-6712
South Area 1470 West 63rd St., Los Angeles, CA 90017	(213) 449-2400
77th Street Area 3600 E. Normandie, Los Angeles, CA 90002	(213) 746-5428
Southwest Area 140 W. North Street, Los Angeles, CA 90061	(213) 912-2113
Southwest Area 1546 W. 15th St., Los Angeles, CA 90062	(213) 465-6190

RESOURCES

Government and Community Based Organizations that provide assistance to victims of hate crimes.

Los Angeles County Office of the Attorney General 1000 S. Grand Ave., Los Angeles, CA 90015	(213) 726-2288
Los Angeles County Department of Social Services 11000 Wilshire Blvd., Los Angeles, CA 90024	(213) 578-1040
U.S. Department of Justice Department of Justice 400 Independence Avenue, S.W. Washington, D.C. 20540	(213) 694-2941
Anti-Discrimination League Asian American Advancing Justice Los Angeles	(213) 446-4104
Asian American Advancing Justice Los Angeles	(213) 577-7510
Chicano and Latin American Leadership Institute of Los Angeles	(213) 569-1303
L.A. Gay and Lesbian Center Western Public Affairs Center Hate Crime Institute	(818) 312-7271
National Association for the Advancement of Colored People (NAACP) State Information Center's Hate Crime Unit	(818) 618-2638 (213) 269-1171
South Asian Network	(818) 510-9186
	(818) 781-1111 (626) 442-4444

IN CASE OF EMERGENCY DIAL 911

For non-emergencies, you may contact the Los Angeles Police Department at 1-877-ASAP-LAPD (1-877-275-5273) or TTY 1-877-275-5273 for the hearing impaired.

You may also obtain additional information in this subject, along with additional crime prevention tips, by visiting the Los Angeles Police Department Web site at www.lapdonline.org and clicking on "Crime Prevention."

Should you have information regarding a criminal investigation or activity, please contact your local police station or "Crime Tip" at 1-877-LAPD (1-877-527-3127).

WWW.LAPDONLINE.ORG
WWW.JOINLAPD.COM



PRODUCED BY

LOS ANGELES POLICE DEPARTMENT

Robbery/Homicide Division

100 W. 1st Street, Room 516, Los Angeles, CA 90012

(213) 466-6946

lapdonline@lapd.net

Community Outreach Development Division

Crime Prevention Unit

100 West 1st Street, Room 726, Los Angeles, CA 90012

(213) 466-6100

As a community member, if you have any questions or concerns, please contact the City of Los Angeles Department of Public Works at (213) 473-3333. If you have any questions or concerns regarding the information provided in this pamphlet, please contact the Los Angeles Police Department at (213) 466-6946.

LOS ANGELES POLICE DEPARTMENT

**HATE
CRIMES
RESOURCE PAMPHLET**

**HATE
CRIMES**



THE SIX PROTECTED CLASSES UNDER THE CALIFORNIA HATE CRIME LAW ARE:



The City of Los Angeles has a unique and culturally diverse population. Its residents represent nearly every culture, nationality, race and religion on earth. This diversity has significantly contributed to making Los Angeles the vibrant and dynamic City it is today. There are people and groups who commit crimes and acts against members of these groups. These crimes and acts are called "Hate Crimes" and "Hate Incidents."

It is important to know the facts about hate crimes and hate incidents. Knowing the facts places the community in a better position to recognize hate crimes and hate incidents as a very serious community problem.

HATE INCIDENTS

A hate incident is any non-criminal action or behavior motivated by bias, but legally protected by the First Amendment right to freedom of expression.

Examples of hate incidents include:

- Epithets.
- Distribution of hate material in public places.
- Posting of hate material that does not result in property damage.
- The display of offensive material on one's own property.

The U.S. Constitution allows hate speech as long as it does not interfere with the civil rights of others. If a hate incident starts to threaten a person or property, it may become a hate crime.

HATE CRIMES

A hate crime is any criminal act or attempt act, directed against a person(s), public agency, or private institution based on the victim's actual or perceived: race, nationality, or ethnicity; religion; sexual orientation; disability;

-gender, or because the victim, agency, or institution is identified or associated with a person or group of with one or more of these protected characteristics.

Examples of hate crimes include:

- Acts that result in injury.
- Threats of violence.
- Vandalism and other destructive acts.
- Harassment, including anonymous telephone calls, threatening letters, and interruptions of religious services.
- Threats made verbally, in writing, and by means of electronic communication devices.
- Murders.

HOW TO SPOT A HATE CRIME:

Here are signs of a possible hate crime:

- The criminal chose the victim or property because they belonged to a protected group, like a certain religion or gender.
- The criminal made written or verbal comments showing a prejudice.
- The crime happened on a date that is important for the victim's protected group.
- There is a lot of organized hate activity in the area.

IF YOU HAVE KNOWLEDGE ABOUT THE PERPETRATOR OF A HATE CRIME

You are encouraged to contact the LAPD's Crime Tip Hotline. Public cooperation is often essential in solving hate crimes.

CRIME TIP HOTLINE:

877-LAPD247 or 877-527-3247
800-232-TIPS (8477)
<http://www.lacrimetipsters.org/>

IF YOU ARE A VICTIM OF A HATE CRIME

- Contact the local police or sheriff right away!
- Get medical attention (if you need it).
- Write down the exact words that were said.
- Make notes about any other facts as you don't forget them.
- Save all evidence (e.g., graffiti, egg shells, writing on victim's vehicle). If safe, walk until law enforcement arrives and takes photos.
- Get the names, addresses, phone numbers, and emails of other victims and witnesses.
- Try to get a description from any eyewitnesses of the criminal or the vehicle.
- Call community organizations in your area that respond to hate crimes.

Victims of hate crimes may be eligible for assistance under California's Crime Victim Compensation Program. For information go to <http://www.vcghb.ca.gov/> or call (800) 777-9229 or contact Los Angeles County District Attorney's Victim Assistance Program (800) 360-3811 or Los Angeles City Attorney's Office Victim Assistance Program LGBTQ Advocacy & Outreach program (213) 978-2097.

LOS ANGELES POLICE DEPARTMENT

DEPARTAMENTO DE POLICIA DE LOS ANGELES ESTACIONES POLICIALES DE LA COMUNIDAD

- Detectives De La Area**
Coordinadores De Crimenes De Oficio
- Central Area**
 241 E. 6th Street, Los Angeles, CA 90011 (213) 831-3750
- Downshire Area**
 1624 S. Evans Ave., Westdale, CA 91025 (626) 837-8650
- Franklin Area**
 87160 Gilman St., Pasadena, CA 91331 (626) 831-3115
- Highway Area**
 2175 John S. Gilman Blvd., San Pedro, CA 90721 (310) 776-2900
- Highland Area**
 2111 E. 1st Street, Los Angeles, CA 90031 (213) 349-8090
- Highland Area**
 1524 N. Wilcox St., Los Angeles, CA 90028 (213) 977-7167
- Highway Area**
 11721 N. Sepulveda Blvd., Reseda Hills, CA 91335 (818) 338-6310
- Madison Area**
 3404 S. Central Avenue, Los Angeles, CA 90011 (213) 361-5963
- Northwest Area**
 8350 San Fernando Road, Los Angeles, CA 90005 (822) 561-3411
- North Hollywood Area**
 11618 Hollywood Blvd., North Hollywood, CA 91601 (818) 751-8118
- Orange Area**
 115 S. Westwood, Los Angeles, CA 90006 (213) 387-9450
- Pacific Area**
 17317 Cimarron Blvd., Los Angeles, CA 90060 (310) 487-6310
- Rosemead Area**
 1481 West 10th St., Los Angeles, CA 90007 (213) 124-3150
- 77th Street Area**
 7600 S. Broadway, Los Angeles, CA 90003 (213) 780-6530
- Southwest Area**
 145 W. 148th Street, Los Angeles, CA 90061 (213) 517-7818
- Southwest Area**
 1510 E. 14th Street, Los Angeles, CA 90007 (213) 425-6570

- Tampa Area**
 71501 Schwanheim St., Orange Park, CA 91361 (818) 726-1870
- Van Buren Area**
 6170 S. Down Ave., Van Buren, CA 91301 (818) 324-0010
- West Los Angeles Area**
 6633 Beverly Ave., Los Angeles, CA 90025 (310) 344-1500
- West Valley Area**
 10701 Vanowen St., Inglewood, CA 91605 (818) 336-7700
- Wilder Area**
 4801 W. Venice Blvd., Los Angeles, CA 90015 (213) 622-8205

RECURSOS

- Organizaciones Gubernamentales y Comunitarias que proporcionan ayuda a víctimas de crimenes de odio.**
- Los Angeles County**
 Community Services and Human Resources
 12131 Toluca 2700 (213) 708-2700
- Human Services Department**
 Human Resources Community Services
 U. S. Department of Justice
 Community Relations Service
 12131 Toluca 2700 (213) 963-3941
- Anti-Discrimination League**
 Asian American Advancing Justice- Los Angeles
 12131 Toluca 2700 (213) 972-7500
- Coalition for Human Rights**
 Human Rights Center
 L. A. Gay and Lesbian Center
 1400 E. 37th 3727 (800) 379-3727
- Police Public Affairs Council**
 Hate Crime Hotline
 National Association for the Advancement of Colored People (NAACP)
 1310E 583-9106
- Sharon Wilcox Center for Hate Crime**
 Search Asian Heritage
 1400 E. 37th 3711 (800) 349-8111
 4150 E. 37th 385-8438

EN CASO DE EMERGENCIA MARQUE 911

Si no hay emergencia, puede contactar el Departamento de Policía de Los Angeles en 1-877-ASKELAPD (1-877-275-5233) o TTY 1-877-275-5233 para personas con discapacidad auditiva.

También puede obtener información adicional en este tema, junto con información sobre prevención del crimen, visitando el sitio Web del Departamento de Policía de Los Angeles y haga clic en "Crime Prevention".

Si tiene información con respecto a una investigación o actividad criminal, por favor contacte su estación policial local o la línea telefónica de crimenes de LAPD 1-877-LAPD247 (1-877-527-2477).

WWW.LAPDONLINE.ORG
WWW.JOINLAPD.COM



TRANSDUCCION POR:
EL DEPARTAMENTO DE POLICIA DE LOS ANGELES
 Division de Radio y Videocifido
 444 West First Street, Room 254
 Los Angeles, CA 90012
 (213) 861-4444
 a.transduccion@lapd.lapd.org

Oficina de Extensión y Desarrollo Comunitario
 Unidad de Prevención de Crimenes
 444 West First Street, Room 254
 Los Angeles, CA 90012
 (213) 483-0000

Como una medida estándar de un Tribunal Federal de Distrito de Los Angeles con el consentimiento de los Angeles en el momento de la publicación de este folleto, se otorga un permiso de uso limitado de los contenidos de este folleto para fines educativos, de investigación y de otros programas, siempre que se atribuya el crédito apropiado.

DEPARTAMENTO DE POLICIA DE LOS ANGELES

CRIMENES DE ODDIO

FOLLETO DE RECURSOS





LAS SEIS CLASES PROTEGIDAS DEBAJO DE LA LEY DE CRIMENES DE ODIOS DE CALIFORNIA



La Oficina de los Asesinos tiene una publicación técnica y cultura educativa dirigida a sus estudiantes orientada en esta cultura, sexualidad, raza y religión en la Historia. Esta descripción ha cambiado significativamente en honor a las leyes de criminalidad en los últimos años y años atrás. Hay gente y grupos que cometen crímenes y actúan contra miembros de grupos étnicos, religiosos y sexuales y actúan en base a "crimenes de odio" y "delitos de odio".

La importancia saber las leyes sobre crímenes y delitos de odio. Sabiendo las leyes puede la comunidad en una mejor posición para reconocer que crímenes y delitos de odio son problemas comunes entre todos.

INCIDENTES DE ODIOS

Un incidente de odio es cualquier acción o comportamiento no criminal motivado por prejuicios, pero legalmente protegido por el derecho a la libertad de expresión de la Primera Enmienda.

Ejemplos de incidentes de odio incluyen:

- Distribución de material de odio en lugares públicos.
- Anuncios de mensajes de odio que no promuevan atrocidades.
- Exhibición de material ofensivo propiedad de uno mismo.

La Constitución de los Estados Unidos permite el discurso de odio siempre que no interfiera con los derechos civiles de los demás. Si un incidente de odio comienza a amenazar a una persona o propiedad, puede convertirse en un crimen de odio.

CRIMENES DE ODIOS

Un delito de odio es cualquier acto criminal o acto de intencional, dirigido contra una persona(s), agencia pública o institución privada en función de la víctima, real o percibida, de la víctima:

- religión,
- orientación sexual,
- discapacidad,
- género,
- o por que la víctima, agencia o institución está identificada o asociada con una persona o grupo con una o más de estas características protegidas.

Los ejemplos de crímenes de victimización:

- Actos que causan lesiones.
- Amenazas de violencia.
- Vandalismo y otros actos de destructivos.
- Acoso, llamadas llamadas telefónicas intimidatorias, cartas amenazadoras e interrupciones de servicios religiosos.
- Amenazas hechas verbalmente, por escrito y por medio de dispositivos de comunicación electrónica.
- Asesinato

CÓMO ENCONTRAR UN DELITO DE ODIOS

Aquí hay signos de un posible crimen de odio:

- El delincuente siguió a la víctima o la protección porque asustaron a un grupo protegido, como una determinada religión o género.
- El criminal hizo comentarios escritos o verbales que manifiestan un prejuicio.
- El crimen ocurrió en una fecha que es importante para el grupo protegido
- Hay mucha actividad de odio organizada en el área.

SI TIENE INFORMACIÓN SOBRE EL SOSPECHOSO DE UN DELITO

Le recomendamos que se comuniquen con la línea directa de información sobre delitos de

LAPD. La cooperación pública es a menudo esencial para resolver crímenes de odio.

LÍNEA DIRECTA DE CONSEJOS SOBRE DELITOS:

77-LAPD247 o 877-527-3247,
800-222-TIPS (8477)
<https://www.lacrimstoppage.org/>

SI ES VÍCTIMA DE UN DELITO DE ODIOS

- ¡Póngase en contacto con la policía local o el Sheriff de inmediato!
- Obtenga atención médica (si la necesita).
- Escriba las palabras exactas que se dijeron.
- Haga notas sobre otros hechos para que no los olvide.

- Cuadernar toda la evidencia (por ejemplo, graffiti, cámaras de mano, escribir en el vehículo de la víctima). Si es seguro, espere hasta que llegue la policía y tome fotos.
- Obtener los nombres, direcciones, números de teléfono y correos electrónicos de otros víctimas y testigos.
- Trate de obtener una descripción de cualquier registro ocular del sospechoso o vehículo.
- Llame a las organizaciones comunitarias en su área que responden a crímenes de odio.

Las víctimas de crímenes de odio pueden ser elegibles para asistencia bajo el Programa de Compensación de Víctimas de Crímenes de California. Para obtener información, visite <https://www.victim.gov/> o llame al (800) 777-5723 o comuníquese con: Programa de Asistencia a las Víctimas del Fiscal de Distrito del Condado de Los Angeles al (800) 280-3811 o Asistencia a las Víctimas de la Oficina del Fiscal de la Ciudad de Los Angeles Program LIC819 Advocacy and Outreach program al (213) 578-2097.

LOS ANGELES POLICE DEPARTMENT

HATE CRIME/INCIDENT GUIDELINES

FIELD NOTEBOOK DIVIDER

These guidelines shall be followed for investigations of Hate Crimes and Hate Incidents.

DEFINITIONS:

HATE CRIME

A Hate Crime is any criminal act or attempted criminal act *rooted in bias* and directed against a person(s), public agency or private institution based *in whole or in part* on the victim's actual or perceived race, *ethnicity*, nationality, religion, sexual orientation, disability, gender, *gender identity or gender expression* or because the agency or institution is identified or associated with a person or group of an identifiable *or perceived* race, nationality, religion, sexual orientation, disability, gender, *gender identity or gender expression*. A Hate Crime includes an act which results in injury, however slight; a verbal threat of violence which apparently can be carried out; an act which results in property damage; and property damage or other criminal act(s) directed against a public or private agency.

HATE INCIDENT

A Hate Incident is any non-criminal act including words directed against a person(s) based on that person's actual or perceived race, nationality, religion, sexual orientation, disability, gender, *gender expression or gender identity that is not punishable under the California Penal Code or federal law*. *Hatred incidents are differentiated from hate crimes because they do not violate criminal or civil law. Rather, such incidents are generally protected free speech under the First Amendment to the U.S. Constitution.*

Hate Incidents include, but are not limited to, epithets, distribution of hate material in public places, posting of hate material that does not result in property damage, and the display of *hate* material on one's own property. *However, if over an extended period of time a person directs numerous bigoted, biased or prejudiced statements to the same person, such a pattern of conduct could rise to the level of unlawful criminal harassment or stalking under certain state laws.*

I. ARRIVAL AT SCENE

- * Determine location/condition of victim;
- * Obtain medical treatment as needed;
- * Determine if suspect is still at scene;
- * Locate and identify witnesses;
- * Request witnesses remain for questioning; and,
- * Determine if a Hate Crime or Hate Incident has occurred.

II. INVESTIGATIVE REPORT, FORM 03.01.00

- * Investigate the crime or incident in a timely manner;
- * Interview victims/witnesses separately;
- * Notify the watch commander, Area of occurrence;

- * Notify the *Department Operations Center (DOC), Communications Division* at (213) 484-6700 for inclusion of the crime or incident in the Chief of Police 24-hour occurrence log and document the notification in the related report;
- * Complete the appropriate crime or arrest report(s) and check the "MOTIVATED BY HATRED/PREJUDICE" box;
- * *Complete the Request for Confidentiality of Information, Form 03.02.00 (not required for Hate Incidents);*
- * Complete the Hate Crime Supplemental Report, Form 03.01.05, and attach it to the IR and/or Arrest Report as the last two pages of the report;
- * If the incident does not constitute a specific crime, the IR shall be titled "Hate Incident;"
- * Collect all evidence including that which verifies motive; and,
- * Provide support/resources for the victim (*Marsy's Law pamphlet and Hate Crimes Victim Pamphlet*).

III. INTERVIEW VICTIMS/WITNESSES

- * Interview victims/witnesses separately;
- * Establish the elements of the crime and other details relating to who, what, when, where, why and how; and,
- * Questions to consider:
 - ✓ Do you (victim/witness) perceive the action of the offender to be motivated by bias or bigotry (regardless of the victim's actual inclusion in that protected group), why?
 - ✓ Do you think you were targeted, why?
 - ✓ Who do you think is responsible, why?
 - ✓ Were there any offensive symbols, words or acts associated with hate groups used?
 - ✓ Are you the only member (or one of a few) of a protected *characteristic* who lives in the area?
 - ✓ Have there been any prior incidents?
 - ✓ Has there been any recent public activity that would make you (victim) a target?
 - ✓ Did the suspect carry any literature regarding a particular group?
 - ✓ Did the incident occur on a holiday or day of significance to the victim's or offender's group?
 - ✓ Did the suspect have tattoos or clothing that stand out in your mind?

Note: Victims may be reluctant to be identified with a protected group. Witnesses may fear retaliation and therefore feel fearful or hesitant to get involved.

IV. IF SUSPECT IS TAKEN INTO CUSTODY

- * Prevent communication between suspect and victim/witnesses;

HATE CRIME/INCIDENT GUIDELINES FIELD NOTEBOOK DIVIDER

These guidelines shall be followed for investigations of Hate Crimes and Hate Incidents.

- * Record spontaneous statements made by the suspect (many times hate crime suspects will be proud of their actions and anxious to talk) *including statements made prior, during, and after the incident;*
- * Administer Admonition of Rights; and,
- * Questions to consider (only after Admonition of Rights):
 - ✓ Why did you pick this person?
 - ✓ How do you feel about this person/group?
 - ✓ Did you go looking for this person or group?
 - ✓ Did you select the victim at random?
 - ✓ Do you belong to a group or organization?
 - ✓ Are any others involved in the crime?
 - ✓ Do they have a mission or agenda directed toward this person or a particular group?

V. EVIDENCE

- * Photograph any evidence that substantiates the motive, e.g., hate graffiti, cross burning, swastikas, suspect's attire, *tattoos*, etc;
- * Recover weapons and book or photograph; and,
- * Identify, retrieve or photograph other evidence, e.g., bloody clothing, destroyed property, hate material, suspect's attire if appropriate.

VI. COMPLETING CRIME REPORT

- * Complete a Request for Confidentiality of Information, Form 03.02.00;
- * Title the report according to the criminal violation and add "HATE CRIME" to the title, e.g., BATTERY/HATE CRIME;
- * Check the "MOTIVATED BY HATRED/PREJUDICE" box in the MO section;
- * Complete the Hate Crime Supplemental Report, Form 03.01.05, and attach it to the IR and/or Arrest Report as the last two pages of the report;
- * Notify the DOC telephone (213) 484-6700 and enter the name of the person contacted in the notification box;
- * Ensure that elements of all involved crimes are included in the report; and,
- * Document the following in the narrative:
 - ✓ Motivation or the lack of motivation;
 - ✓ Any photographs that were taken;
 - ✓ MT obtained;
 - ✓ If the victim and suspect(s) are members or *perceived as members* of different groups;
 - ✓ Describe the manner and means of attack;
 - ✓ Describe any relevant ongoing neighborhood events; *and,*
 - ✓ *Statements or activities prior to and following incident.*

Note: In crime reports, Penal Code Section 422.6 or 422.7 will be identified as additional offenses. The underlying crime (i.e., battery, vandalism, assault) should be listed as the main offense.

VII. COMPLETING INCIDENT REPORT (NON-CRIMINAL INVESTIGATIONS)

- * Officers shall complete an IR titled "HATE INCIDENT";
- * Include the motivation of the suspect;
- * Check the "MOTIVATED BY HATRED/PREJUDICE" box in the MO section;
- * Complete the Hate Crime Supplemental Report, Form 03.01.05, and attach it to the IR and/or Arrest Report as the last two pages of the report; and,
- * List persons possibly responsible for the incident in the "INVOLVED PERSONS" section of the IR as "witnesses".

Note: The unwillingness of the victim of an incident motivated by hatred or prejudice to sign a report, or the absence of a victim to an incident, does not exempt officers from the requirement to complete an IR, Form 03.01.00.

VIII. FOLLOW-UP INVESTIGATIONS

Watch Commander

- * Direct a sergeant to immediately respond to the scene of a major crime or incident motivated by hatred such as major property damage involved, injury to victim, or vandalism to a house of worship;
- * Review all reports for completeness, including the notification to *the DOC* and cause the reports to be distributed as soon as possible, but no later than the end of watch;
- * *Ensure that the correct crime code as well as MO code 0903 for hate crime and 999 non-crime and MO code 0921 are denoted on the report and placed into the Consolidated Crime Analysis Database (CCAD);*
- * Make an entry regarding the matter in the Watch Commander's Daily Report, Form 15.80.00; Forward a copy of the Watch Commander's Daily Report entry along with a copy of the Sergeant's log documenting the contact with the victim to the Community Police Station Hate Crime Coordinator; *and,*
- * *Forward a copy of the report to the DOC.*

Area Detectives

- * Contact the victim within 10 calendar days of the crime or incident and assure the victim of the

HATE CRIME/INCIDENT GUIDELINES FIELD NOTEBOOK DIVIDER

These guidelines shall be followed for investigations of Hate Crimes and Hate Incidents.

Department's interest in identifying the suspect and obtain follow-up information;

- * Document any additional information on a Follow-up Investigation, Form 03.14.00;
- * Present all felony hate crime investigations in which the suspect is identified to the District Attorney Hate Crime Unit and, as appropriate, to the Office of the United States Attorney, Civil Rights Liaison for filing consideration;
- * Present all misdemeanor hate crime investigations in which the suspect is identified to the Special *Trials Unit*, Office of the City Attorney, and as appropriate, to the Office of the United States Attorney, Civil Rights Liaison;
- * Contact appropriate Victim Impact Program Coordinator if applicable per Operations Notice No. 2, dated 5/14/2002; and,
- * Provide the command's Hate Crime Coordinator with a copy of all reports related to the incident within 10 working days of completion. This includes all reclassified reports. *Ensure that if a case is deemed to not be a Hate Crime then the MO code (0903 Hate Crime) shall be removed from the CCAD.*

POLICY STATEMENTS:

The City of Los Angeles values the great diversity of its people and recognizes that a threat against any portion of our community is truly a threat against our diverse way of life. Acts or threats of violence motivated by hatred or prejudice are serious acts, often vicious in nature, which tear at the fabric of our community. These occurrences generate fear and concern among victims as well as the entire community and have the potential of recurring, escalating and possibly causing counter-violence.

It is the policy of the Los Angeles Police Department to ensure that the rights of all people, as guaranteed by the Constitutions of the United States and the State of California, are protected. Among those constitutional guarantees is the right of all people to live without fear of attack by or threat from an individual or group due to hatred or prejudice. An act or a threat of violence motivated by hatred or prejudice threatens this constitutional guarantee and generates fear and concern among victims and the public. When any act motivated by hatred or prejudice occurs, the Department will ensure that it is dealt with on a priority basis and use every necessary legal resource to rapidly and decisively identify the suspects and bring them to justice.

OFFICE OF THE CHIEF OF POLICE

SPECIAL ORDER NO. 32

December 17, 2020

APPROVED BY THE BOARD OF POLICE COMMISSIONERS ON December 8, 2020

SUBJECT: REPORTING INCIDENTS MOTIVATED BY HATRED OR PREJUDICE – REVISED; DISTRIBUTION GUIDE – FOR REPORTING EMPLOYEES/SUPERVISORS – IR, ARREST, AND PROPERTY REPORTS – RENAMED AND REVISED; ORGANIZATION AND FUNCTIONS OF THE LAPD – REVISED; HATE CRIME SUPPLEMENTAL REPORT, FORM 03.01.05 – REVISED; HATE CRIME/HATE INCIDENT END-OF-THE MONTH REPORT CHECKLIST, FORM 03.01.06 – ACTIVATED; HATE CRIME AND/OR HATE INCIDENT INVESTIGATIVE REPORT CRITERIA CHECKLIST, FORM 03.01.07 – ACTIVATED; HATE CRIME/HATE INCIDENT DETECTIVE REPORT REVIEW/CRITERIA CHECKLIST, FORM 03.01.08 – ACTIVATED; HATE CRIME RESOURCE PAMPHLET, FORM 15.91.00 – REVISED; HATE CRIME RESOURCE PAMPHLET, FORM 15.91.01 – REVISED; AND HATE CRIME/INCIDENT GUIDELINES, FORM 18.44.00 – RENAMED AND REVISED

PURPOSE: The purpose of this Order is to revise Department policies and procedures pertaining to Hate Crimes as required by recent California legislation in regards to the investigation, reporting and coding of Hate Crimes.

PROCEDURE:

- I. REPORTING INCIDENTS MOTIVATED BY HATRED OR PREJUDICE – REVISED.** Department Manual Section 4/203.25, *Reporting Incidents Motivated by Hatred or Prejudice*, has been revised. Attached is the revised Department Manual section with the revisions in italics.
- II. DISTRIBUTION GUIDE - FOR REPORTING EMPLOYEES/SUPERVISORS - IR, ARREST, AND PROPERTY REPORTS – RENAMED AND REVISED.** Department Manual Section 5/030.66, *Distribution Guide - For Reporting Employees/Supervisors - IR, Arrest, and Property Reports*, has been revised and renamed as *Distribution Guide - For Reporting Employees/Supervisors - Investigative, Arrest, and Property Reports*. Attached is the revised Department Manual section with the revisions in italics.
- III. ORGANIZATION AND FUNCTIONS OF THE LAPD – REVISED.** The Organization and Functions of the LAPD have been revised and are attached. The link for the same has also been updated on the Department's Local Area Network (LAN).
- IV. HATE CRIME SUPPLEMENTAL REPORT, FORM 03.01.05 – REVISED.** The *Hate Crime Supplemental Report*, Form 03.01.05, has been revised and is attached.
- V. HATE CRIME/HATE INCIDENT END-OF-MONTH REPORT CHECKLIST, FORM 03.01.06 – ACTIVATED.** The *Hate Crime/Hate Incident End-of-Month Report Checklist*, Form 03.01.06, has been activated and is attached.

- VI. **HATE CRIME AND/OR HATE INCIDENT INVESTIGATIVE REPORT CRITERIA CHECKLIST, FORM 03.01.07 – ACTIVATED.** The *Hate Crime and/or Hate Incident Investigative Report Criteria Checklist*, Form 03.01.07, has been activated and is attached.
- VII. **HATE CRIME/HATE INCIDENT DETECTIVE REPORT REVIEW/CRITERIA CHECKLIST, FORM 03.01.08 – ACTIVATED.** The *Hate Crime/Hate Incident Detective Report Review/Criteria Checklist*, Form 03.01.08, has been activated and is attached.
- VIII. **HATE CRIMES RESOURCE PAMPHLET, FORM 15.91.00 – REVISED.** The *Hate Crimes Resource Pamphlet*, Form 15.91.00 (English) has been revised and is attached. The revised *Hate Crimes Resource Pamphlet*, Form 15.91.01 (Spanish) is forthcoming and will be available on E-Forms on the LAN.
- IX. **HATE CRIME/INCIDENT GUIDELINES, FORM 18.44.00 – REVISED AND RENAMED.** The *Hate Crime/Incident Guidelines*, Form 18.44.00, has been revised and renamed as *Hate Crime/Incident Guidelines Field Notebook Divider*. Attached is the revised form with the revisions in italics.

FORM AVAILABILITY: The above forms are available in E-Forms on the Department's LAN and are attached for immediate use and duplication. The "Form Use" link applicable to these forms has also been updated and is accessible in E-Forms on the Department's LAN. All other versions of the aforementioned revised forms shall be marked "obsolete" and placed into the divisional recycling bin.

AMENDMENTS: This Order amends Sections 4/203.25 and 5/030.66 of the Department Manual. The Organization and Functions of the LAPD within the "Organization" link on the Department's LAN will be updated accordingly to reflect the changes.

AUDIT RESPONSIBILITY: The Commanding Officer, Audit Division, shall review this directive and determine whether an audit or inspection shall be conducted in accordance with Department Manual Section 0/080.30.



MICHEL R. MOORE
Chief of Police

Attachments

DISTRIBUTION "D"

**DEPARTMENT MANUAL
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203.25 REPORTING INCIDENTS MOTIVATED BY HATRED OR PREJUDICE.

It is the policy of the Department to safeguard the rights of all individuals irrespective of their race or ethnicity, nationality, religion, sexual orientation, gender, gender identity or gender expression, disability (whether temporary, permanent, congenital, and no matter how it is acquired), and/or association with a person or group with one or more of these actual or perceived characteristics. Any acts or threats of violence motivated by hate or bias, including property damage, harassment, intimidation, or other crimes shall be viewed very seriously and given high priority.

Hate Crime-Defined. A hate crime is any criminal act or attempted criminal act directed against a person(s), public agency or private institution based *in whole or in part* on the victim's actual or perceived race or ethnicity, nationality, religion, sexual orientation, disability, gender, gender identity or gender expression; or, because the agency or institution is identified or associated with a person, or group of an identifiable or perceived race, nationality, religion, sexual orientation, disability, gender, gender expression, or gender identity.

A "bias" is a pre-existing negative attitude toward actual or perceived characteristics referenced in California Penal Code Section 422.55 (see characteristics from Hate Crime Definition above). Depending on the circumstances of each case, bias motivation may include, but is not limited to, hatred, animosity, resentment, revulsion, contempt, unreasonable fear, paranoia, callousness, thrill-seeking, desire for social dominance, desire for social bonding with those of one's "own kind," or a perception of the vulnerability of the victim due to the victim's perceived protected characteristic, or association with a person who has an actual or perceived characteristic, including – but not limited to – disability or gender.

A hate crime includes any willful act that by force or threat of force:

- *Injures, intimidates, interferes with, oppresses, or threatens any other person in the free exercise or enjoyment of any legal right(s) or privilege(s); or,*
- *Defaces, damages or destroys the real or personal property of any other person for the purpose of intimidating or interfering with the free exercise or enjoyment of any legal right(s) or privilege(s), in whole or in part because of one or more of the actual or perceived characteristics of the victim, or the victim's association with a person as listed in subdivision (a) of Section 422.55 (see characteristics from Hate Crime Definition above).*

Statutory Definitions. California Penal Code Section 422.56 further defines the below characteristics and circumstances:

'Victim' includes but is not limited to, a person, individual, family, group, entity, community center, educational facility, office, meeting hall, place of worship, private institution, public agency, library, or other victim or intended victim of the offense.

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'Association with a person or group with [the] actual or perceived characteristics,' includes advocacy for, identification with, or being on the property owned, rented by, or adjacent to the individual, family, community center, educational facility, office, meeting hall, place of worship, private institution, public agency, library, or other entity, group, or person which has, or is identified with the persons who have the characteristics targeted.

'In whole or in part because of' means that the bias motivation must be a cause in fact of the offense, whether or not other causes also exist. When multiple concurrent motives exist, the prohibited bias must be a substantial factor in bringing about the particular result. There is no requirement that the bias be a main factor, or that the crime would not have been committed but for the actual or perceived characteristic. This subdivision does not constitute a change in, but is declaratory of, existing law under In re M.S. (1995) 10 Cal. 4th 698 and People v. Superior Court (Aishman) (1995) 10 Cal 4th 735.

'Gender' means sex, and includes a person's gender identity and gender related appearance and behavior whether or not stereotypically associated with the person's assigned sex at birth.

'Nationality' includes citizenship, country of origin, and national origin.

'Race or ethnicity' includes ancestry, color, and ethnic background.

'Religion' includes all aspects of religious belief, observance and practice and includes agnosticism and atheism.

'Sexual orientation' means heterosexuality, homosexuality, or bisexuality.

'Disability' includes mental and/or physical disability regardless of whether said disability is temporary, permanent, congenital, or acquired by heredity, accident, injury, advanced age, or illness.

Hate Incident-Defined. A hate incident is any non-criminal act including words directed against a person(s) based on that person's actual or perceived race, nationality, religion, sexual orientation, disability, gender, gender expression or gender identity that is not punishable under the California Penal Code or federal law. Hate incidents are differentiated from hate crimes because they do not violate criminal or civil law. Rather, such incidents are generally protected free speech under the First Amendment to the United States Constitution.

Hate incidents include, but are not limited to, epithets, distribution of hate material in public places, posting of hate material that does not result in property damage, and the display of hate material on one's own property. However, if over an extended period of time a person directs numerous bigoted, biased or prejudiced statements to the same person, such a pattern of conduct could rise to the level of unlawful criminal harassment or stalking under certain state laws, including but not limited to California Penal Code Section 646.9 - Stalking.

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In compliance with California Penal Code Section 422.87, officers shall specifically evaluate the following when investigating a crime or incident of suspected disability-bias:

- *Whether there is any indication that the suspect was motivated by hostility or other bias, occasioned by factors such as, but not limited to, dislike of persons who arouse fear or guilt, a perception that persons with disabilities are inferior and therefore “deserving victims,” a fear of persons whose visible traits are perceived as being disturbing to others, or resentment of those who need, demand, or receive alternative educational, physical, or social accommodations.*
- *Whether there is any indication that the suspect perceived the victim to be vulnerable and, if so, if this perception is grounded, in whole or in part, in anti-disability bias. This includes, but is not limited to, if a suspect targets a person with a particular perceived disability while avoiding other vulnerable-appearing persons such as inebriated persons or persons with perceived disabilities different than those of the victim, those circumstances could be evidence that the suspect’s motivations included bias against persons with the perceived disability of the victim and that the crime shall therefore be reported as a suspected hate crime and not a mere crime of opportunity.*

The general underreporting of hate crimes, especially anti-disability and anti-gender crimes is an identified issue in California. Underreporting is caused by victims not reporting hate crimes or hate incidents due to a number of factors, including fear of reprisal and the belief that law enforcement will not properly investigate them. The Department recognizes the prevalence of underreporting of hate crimes in the City, and its commitment to vigilantly identify, document, investigate and pursue prosecution of hate crimes is one of its strategic enforcement goals.

Employee’s Responsibilities. A Department employee, *either civilian or sworn*, who becomes aware of a crime or incident motivated by hatred or prejudice shall:

- Investigate the crime or incident in a timely manner *directly, or by way of notification to the appropriate personnel, entity and/or agency if:*
 - *Personally involved in the incident; or,*
 - *Made aware of the incident while off duty;*
- Notify the watch commander *of the Area* of occurrence;
- Notify Department Operations Center (DOC), *Communications Division* and document the notification in the related report;
- Complete the appropriate *incident, crime or arrest report(s)* and check the “MOTIVATED BY HATRED/PREJUDICE” box. If the incident does not constitute a specific crime, the Investigative Report (IR), Form 03.01.00, shall be titled “Hate Incident;”
- Complete the Hate Crime Supplemental Report, Form 03.01.05;
- Complete the Request for Confidentiality of Information, Form 03.02.00 (*not required for Hate Incidents*); and,

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- *Provide the victim with a Hate Crime Resource Pamphlet, Form 15.91.00, and a Marsy's Law pamphlet.*

Investigation by Field Units. Field units assigned to calls or discovering crimes or incidents motivated by hatred or prejudice shall:

- Investigate the crime or incident and take appropriate action;
- Telephonically notify *the watch commander* of the crime or incident;
- *Request a field supervisor to their location;*
- Complete an IR and/or Arrest Report, Form 03.01.00, on all crimes or incidents motivated by hatred or prejudice and check the "MOTIVATED BY HATRED/PREJUDICE" box;

Note: An IR shall be completed whenever an officer becomes aware of any incident, whether criminal or non-criminal, which meets the criteria of an incident motivated by hatred or prejudice. The unwillingness of the victim related to an incident motivated by hatred or prejudice to sign a report, or the absence of a victim to the incident, does not exempt officers from the requirement to complete an IR regarding the incident.

- Complete the Hate Crime Supplemental Report and attach it as the last two pages of the IR and/or Arrest Report;
- *Complete the Request for Confidentiality of Information, Form 03.02.00 (not required for Hate Incidents); and,*
- *Provide the victim with a Hate Crime Resource Pamphlet, Form 15.91.00, and a Marsy's Law pamphlet.*

If the circumstances of an incident do not provide the corpus delicti of a specific crime, *officers shall complete* a short form IR titled "Hate Incident." In cases where there is no specific crime, *officers shall not list persons possibly responsible for the incident as suspects, rather such persons shall be listed in the "Involved Persons" section of the IR.*

Note: Absent reasonable suspicion of a crime, officers do not have the legal authority to detain persons involved in a hate incident, where the individual is exercising his or her constitutional right to free speech.

Note: When investigating a crime, officers should remain mindful that there are, at times, individuals who call the police and make false or ill-informed claims of misconduct about persons they dislike or are biased against (e.g., ethnic and religious minorities, disabled individuals, homeless people). California Assembly Bill 1775 (enacted on September 30, 2020), reiterates the Ralph Civil Rights Act of 1976, whereby it not only prohibits, but also assesses civil and criminal penalties for instances when an individual knowingly and willfully threatens to notify, contacts, or files false claim with law enforcement personnel in furtherance of his or her bias(es) against another.

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Therefore, Department personnel must be vigilant in their investigations with presumptive victims and witnesses, so as not to engage in bias-motivated detentions, interrogations or arrests. As in all situations, officers are reminded to act professionally and accurately evaluate the facts and risks of each individual case. A biased individual who makes a report to the police can generate accusatory claims by police and outraged denials of wrongdoing by the accused – all of which can lead to unjust outcomes.

Watch Commander's Responsibilities. Upon notification that a crime or incident motivated by hatred or prejudice has occurred, the watch commander shall:

- Direct a sergeant to immediately respond to the scene of a crime or incident motivated by hatred, such as *where there* is major property damage involved, injury to a victim, or vandalism to a house of worship;
- *Notify the DOC, for inclusion of the crime or incident in the Chief of Police 24-Hour Occurrence Log;*
- *Notify Criminal Conspiracy Section (CCS), Major Crimes Division (MCD) of any incident involving a place of worship;*
- Review all reports for completeness *and accuracy (e.g., hate crime vs. hate incident):*
 - Ensure that the "MOTIVATED BY HATRED/PREJUDICE" box is checked;
 - Ensure that the Hate Crime Supplemental Report is completed;
 - *Ensure that the reporting officers have completed the Request for Confidentiality of Information, Form 03.02.00, where appropriate; and,*
 - *Ensure that the victim has been provided a Hate Crime Resource Pamphlet, Form 15.91.00, and a California Attorney General's Office Marsy's Law Resource pamphlet.*
- Make an entry regarding the matter in the Watch Commander's Daily Report, Form 15.80.00;
- Forward a copy of the Watch Commander's Daily Report entry along with a copy of the Sergeant's Daily Report, Form 15.48.00, documenting the contact with the victim to the Area Hate Crime Coordinator;
- Cause the reports to be distributed as soon as possible *via the Records Unit*, but no later than the end of watch;
- *Forward a copy of the report to the DOC; and,*
- *Notify the Community Relations Office (CRO) to liaison with the affected community in the Area.*

Records Unit's Responsibilities. Upon receipt of a crime or incident report in which the suspect's actions were motivated by hatred or prejudice, Area Records Unit personnel shall:

- Enter the information into the Consolidated Crime Analysis Database (CCAD);
- *Ensure that the appropriate crime code for a hate crime report/arrest, or a hate incident has been correctly denoted;*

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- *Denote the appropriate corresponding Modus Operandi (MO) code of 0903 in CCAD for hate crime reports and arrests;*
- *Denote the crime code of 999 with an MO code of 0921 for Hate Incident reports;*
- *Denote the appropriate corresponding Bias and Sub Bias MO codes; and,*
- *Distribute the report(s) as soon as possible, but no later than 24 hours after the report is taken. In addition to the established distribution, an extra copy of the IR and Arrest Report shall be distributed to:*
 - 1 – Detective Bureau;
 - 1 – CCS, MCD;
 - 1 – Community *Outreach and Development* Division; and,
 - 1 – Hate Crimes Coordinator's *investigative designee*, Robbery-Homicide Division (RHD).

Crime Analysis Detail Unit's Responsibilities. *Crime Analysis Detail (CAD) personnel shall:*

- *Review all area crime, arrest and follow-up reports to determine whether any incidents were motivated by hatred or prejudice;*
- *Verify that the information entered into CCAD for any incident motivated by hatred or prejudice is accurate;*
- *Ensure the appropriate crime code as well as the corresponding MO code for a hate crime report/arrest, or a hate incident has been correctly denoted in CCAD;*
- *Ensure the appropriate enhancement MO Codes for Victim Targeted and Bias have been correctly denoted in CCAD;*
- *Provide Crime Analysis Mapping System (CAMS) browser on hate crime report/arrest or a hate incident to the area Hate Crime Coordinator; and,*
- *Verify that all hate crimes and hate incidents are accurately reflected on the area COMPSTAT report based on date of occurrence.*

Detective's Responsibilities. A detective assigned to investigate a crime or incident motivated by hatred or prejudice shall:

- **Contact the victim within 10 calendar days of the crime or incident and assure the victim of the Department's commitment to identifying the suspect and obtain follow-up information;**
- **Provide the *Department* Hate Crime Coordinator or his or her designee with a copy of all reports related to the incident within 10 calendar days of completion;**
- ***Enter the report information including the victim, suspect and location information into the Department of Justice database;***
- ***If the crime/incident being investigated is determined to not have been motivated by hatred and/or prejudice, complete a Follow-up Investigation, Form 3.14.00, correcting/removing the CCAD MO code related to the hate crime or hate incident;***
- **Document any additional information on a Follow-up Investigation, and complete the follow-up within 10 calendar days;**
- **Present all felony hate crime investigations in which the suspect is identified to the**

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Los Angeles County District Attorney's *Organized Crime Unit*, Hate Crime Section and, as appropriate, to the Civil Rights Division, Department of Justice (*DOJ*), for filing consideration; *and*,

- Present all misdemeanor hate crime investigations in which the suspect is identified to the *Special Trials Unit*, Office of the *Los Angeles City Attorney*, and as appropriate, to the *Civil Rights Liaison*, Office of the United States Attorney.

Area Hate Crime Coordinator's Responsibilities. The Commanding Officer, Area Detective Division, is the Hate Crime Coordinator (*HCC*) for his or her command and shall:

- Assign a specific detective supervisor to coordinate the investigation of all hate crimes and incidents *for the Area*;
- Ensure that a specific detective is assigned to investigate each crime or incident and that an appropriate response is provided to each victim including, but not limited to, compliance with the mandated 10 calendar day follow-up;
- Ensure that each crime or incident is entered into *the CCAD* properly;
- *Ensure that all hate crimes are entered into the Hate Crime Analysis Evaluation System DOJ database (i.e., HATE database) at the end of the month;*
- *Ensure that all hate crimes and hate incidents are placed on the COMPSTAT Profile;*
- *Prepare a detailed monthly summary of all hate crimes or incidents on an Intradepartmental Correspondence, Form 15.02.00, and forward the report to the commanding officer, RHD, via the Area commanding officer, within 10 calendar days of the following month. The Intradepartmental Correspondence shall include the number of hate crimes and/or hate incidents for the month, CCAD print outs for the hate crimes and hate incidents, and a DOJ Bias Motivation (Table 1) printout for the current month. Unredacted and redacted copies of each hate crime and hate incidents shall be attached to the Intradepartmental Correspondence, including investigative reports, arrest reports, follow-up reports, confidentiality reports, Detective Case Tracking System (DCTS) notes and Watch Commander's Daily Reports, Form 15.80.00. These reports shall be delivered, faxed and/or emailed to the RHD Hate Crimes Coordinator (HCC); and,*
- *Ensure the case has been entered into the DOJ database for each case in their command.*

Note: The Area HCC shall be responsible for entering all incidents which occur in their Area into the DOJ system regardless of the investigating entity for the incident.

Note: Upon receipt of a Follow-up Investigation or investigative determination indicating that a previously reported incident has been determined to not, in fact, have been motivated by hatred or prejudice, that incident shall not be included in the Area's reporting statistics. The MO code 0921 and 0903 shall be removed from the CCAD.

Area Commanding Officer's Responsibilities. The Area commanding officer shall:

- Use all available resources in responding to community needs in combating hate crimes and incidents; *and*,

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- Review and forward the monthly summary of hate crimes or incidents to the bureau commanding officer within two business days of receiving the monthly summary.

Bureau Commanding Officer's Responsibilities. The bureau commanding officer shall:

- Review each subordinate command's monthly summary of hate crimes or incidents;
- Forward a copy of the monthly summaries to Detective Bureau (DB), CCS, MCD, and RHD within two business days of receiving the reports; and,
- Initiate a semi-annual *inspection* to verify the accuracy of each monthly hate crime summary submitted by subordinate commands and forward a copy of the audit to DB.

Department Hate Crime Coordinator. *The Department HCC is the Commanding Officer of Detective Bureau, or his or her designee.*

Department Hate Crime Coordinator's Responsibilities. *The Chief of Police has directed the Department HCC to ensure the Department produces and disseminates a Hate Crime Brochure as required by California Penal Code Section 422.87(a)(8) and to ensure that all officers are trained to distribute the brochure to all suspected hate crime victims and all other interested persons. In addition, the Department HCC designee shall:*

- *Provide a quarterly hate crime report to the CO of Detective Bureau;*
- *Provide copies of reports and documents to any agencies working in partnership with the Department via a Memorandum of Understanding (MOU);*
- *Provide quarterly training for all Area HCCs;*
- *Ensure all hate crime cases are entered into the DOJ hate crime database;*
- *Ensure that copies of all hate crime reports are forwarded to DOJ; and,*
- *Liaise between Department training entities to ensure hate crime training accuracy and uniformity.*

Community Outreach and Development Division's Responsibilities. *The Community Outreach and Development Division (CODD) shall:*

- *Continually meet with the public to build and strengthen relationships with the community;*
- *Liaise and engage with each communities' most vulnerable individuals to hate crimes (especially anti-disability and anti-gender hate crimes) and the groups representing those communities, and in-turn inform the Department about the issues and concerns specific to those communities;*
- *Provide the public with information regarding Department policy and enforcement efforts;*
- *Provide the public with information regarding safety, security, and crime prevention; and,*
- *Provide the public with cultural diversity training.*

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In the aftermath of a hate crime or hate incident, CODD shall work constructively with segments of the larger community, who have also been impacted. Their focus in those circumstances shall be to: reduce fear, stem possible retaliation, prevent additional hate crimes and encourage any other previously victimized individuals to come forward and report such incidents.

Department Operations Center's Responsibilities. The DOC shall:

- *Ensure notification has been made to MCD for all hate crimes or incidents involving a place of worship;*
- *Document all hate crimes and hate incidents in the Chief of Police 24-Hour Occurrence Log; and,*
- *Notify the Department HCC or his or her designee and forward a copy of the report to him or her.*

Professional Standards Bureau's Responsibilities. Professional Standards Bureau shall:

- *Assume primary investigative responsibility of all criminal complaints against sworn personnel alleging a hate crime under Color of Authority;*
- *Audit complaints against Department personnel for instances of alleged biased policing and alleged criminal misconduct under Color of Authority pursuant to California Penal Code Sections 149 and 422.6, or Title 18 United States Code Section 242; and,*
- *Notify the Chief of Police, Inspector General's Office and Los Angeles City or District Attorneys' Offices of all complaints of alleged hate crimes under Color of Authority by sworn personnel occurring within the city limits, or in the course of their duties.*

Personnel and Training Bureau's Responsibilities. Personnel and Training Bureau is responsible for providing Department personnel with training pertaining to the *distribution of the Hate Crimes Resource Pamphlet*. Through the Department's Learning Management System (LMS) and in conjunction with the Commission on Peace Officer Standards and Training's (POST) continuing education requirements, personnel are also regularly provided training on state, federal and Department policy as they relate to hate crime investigations.

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HATE CRIME SUPPLEMENTAL REPORT**

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DR # _____

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VICTIM	<p align="center"><u>Victim Type:</u></p> <input type="checkbox"/> Individual Legal name: (Last, First) _____ Other Names used (AKA): _____ <input type="checkbox"/> (Optional) Transgender/Non-Binary/Gender Non-conforming. <input type="checkbox"/> School, business or organization Name: _____ Type: _____ Type of Organization _____ Address: _____ <input type="checkbox"/> Faith-based organization Name: _____ Faith: _____ Address: _____	<p align="center"><u>Target of Crime (Check all that apply):</u></p> <input type="checkbox"/> Person <input type="checkbox"/> Private property <input type="checkbox"/> Public property <input type="checkbox"/> Other: _____ <p align="center"><u>Nature of Crime (Check all that apply):</u></p> <input type="checkbox"/> Bodily injury <input type="checkbox"/> Threat of violence <input type="checkbox"/> Property damage <input type="checkbox"/> Other crime: _____ Property damage - estimated value: _____
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BIAS	<p align="center"><u>Type of Bias:</u> (Check all characteristics that apply):</p> <input type="checkbox"/> Disability <input type="checkbox"/> Gender <input type="checkbox"/> Gender identity/expression <input type="checkbox"/> Sexual orientation <input type="checkbox"/> Race <input type="checkbox"/> Ethnicity <input type="checkbox"/> Nationality <input type="checkbox"/> Religion <input type="checkbox"/> Significant day of offense (e.g., 9/11, holy days) <input type="checkbox"/> Association with: _____ Specify disability (be specific): _____ _____ _____	<p align="center"><u>Actual or Perceived Bias - Victim's Statement</u></p> <input type="checkbox"/> Actual bias [Victim actually has the indicated characteristic(s)]. <input type="checkbox"/> Perceived bias [Suspect believed victim had the indicated characteristic(s)]. If perceived, explain the circumstances in narrative portion of Report. <hr/> <p align="center"><u>Reason for Bias:</u></p> Do you feel you were targeted based on one of these characteristics? <input type="checkbox"/> Yes <input type="checkbox"/> No Explain in narrative portion of Report. Do you know what motivated the suspect to commit this crime? <input type="checkbox"/> Yes <input type="checkbox"/> No Explain in narrative portion of Report. Do you feel you were targeted because you associated yourself with an individual or a group? <input type="checkbox"/> Yes <input type="checkbox"/> No Explain in narrative portion of Report. Are there indicators the suspect is affiliated with a Hate Group (i.e., literature/tattoos)? <input type="checkbox"/> Yes <input type="checkbox"/> No Describe in narrative portion of Report. Are there Indicators the suspect is affiliated with a criminal street gang? <input type="checkbox"/> Yes <input type="checkbox"/> No Describe in narrative portion of Report.
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Bias Indicators (Check all that apply):

Hate speech Acts/gestures Property damage Symbol used
 Written/electronic communication Graffiti/spray paint Other: _____

Describe with exact detail in narrative portion of Report.

HISTORY	<p align="center"><u>Relationship Between Suspect & Victim:</u></p> Suspect known to victim? <input type="checkbox"/> Yes <input type="checkbox"/> No Nature of relationship: _____ Length of relationship: _____ If Yes, describe in narrative portion of Report.	<input type="checkbox"/> Prior reported incidents with suspect? Total # _____ <input type="checkbox"/> Prior unreported incidents with suspect? Total # _____ Restraining orders? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, describe in narrative portion of Report. Type of order: _____ Order/Case #: _____
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WEAPONS	Weapon(s) used during incident? <input type="checkbox"/> Yes <input type="checkbox"/> No Type: _____
	Weapon(s) booked as evidence? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Automated Firearms System (AFS) Inquiry attached to Report? <input type="checkbox"/> Yes <input type="checkbox"/> No

**Los Angeles Police Department
HATE CRIME SUPPLEMENTAL REPORT**

BKG # _____

Page _____ of _____

DR # _____

EVIDENCE	Witnesses present during incident? <input type="checkbox"/> Yes <input type="checkbox"/> No		Statements taken? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Evidence collected? <input type="checkbox"/> Yes <input type="checkbox"/> No	Recordings: <input type="checkbox"/> Video <input type="checkbox"/> Audio <input type="checkbox"/> Booked		
	Photos taken? <input type="checkbox"/> Yes <input type="checkbox"/> No	Suspect identified: <input type="checkbox"/> Field ID <input type="checkbox"/> By photo		
	Total # of photos: _____ D #: _____	<input type="checkbox"/> Known to victim		
Taken by: _____		Serial #: _____		

OBSERVATIONS	<u>VICTIM</u>		<u>SUSPECT</u>	
	<input type="checkbox"/> Tattoos <input type="checkbox"/> Shaking <input type="checkbox"/> Unresponsive <input type="checkbox"/> Crying <input type="checkbox"/> Scared <input type="checkbox"/> Angry <input type="checkbox"/> Fearful <input type="checkbox"/> Calm <input type="checkbox"/> Agitated <input type="checkbox"/> Nervous <input type="checkbox"/> Threatening <input type="checkbox"/> Apologetic <input type="checkbox"/> Other observations: _____		<input type="checkbox"/> Tattoos <input type="checkbox"/> Shaking <input type="checkbox"/> Unresponsive <input type="checkbox"/> Crying <input type="checkbox"/> Scared <input type="checkbox"/> Angry <input type="checkbox"/> Fearful <input type="checkbox"/> Calm <input type="checkbox"/> Agitated <input type="checkbox"/> Nervous <input type="checkbox"/> Threatening <input type="checkbox"/> Apologetic <input type="checkbox"/> Other observations: _____	

ADDITIONAL QUESTIONS (Explain all boxes marked "Yes" in narrative portion of report):

Has suspect ever threatened you?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Has suspect ever harmed you?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does suspect possess or have access to a firearm?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you afraid for your safety?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have any other information that may be helpful?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Resources offered at scene: Yes No Type: _____

MEDICAL	<u>Victim</u>	<u>Suspect</u>	Paramedics at scene? <input type="checkbox"/> Yes <input type="checkbox"/> No Unit #: _____
	<input type="checkbox"/>	<input type="checkbox"/>	Declined medical treatment
	<input type="checkbox"/>	<input type="checkbox"/>	Will seek own medical treatment
	<input type="checkbox"/>	<input type="checkbox"/>	Received medical treatment
Authorization to Release Medical Information, Form 05.03.00, signed? <input type="checkbox"/> Yes <input type="checkbox"/> No			Name(s)/ID #: _____
			Hospital: _____
			Jail Dispensary: _____
			Physician/Doctor: _____
			Patient #: _____

Reporting Officer (Name/Rank)	Date	Serial #	Division/Detail
Reporting Officer (Name/Rank)	Date	Serial #	Division/Detail
Supervisor Approving (Name/Rank)	Date	Serial #	Division/Detail

**HATE CRIME/HATE INCIDENT
END-OF-MONTH REPORT
CHECKLIST**
(For use by the Area Hate Crime Coordinator)

- Intradepartmental Correspondence, Form 15.02.00, to Commanding Officer, RHD**
 - *Include the number of hate crimes and/or hate incidents.*
 - *Reconcile numbers with the CCAD numbers for hate crimes (Code 903) and hate incidents (Code 921).*
- Hate Crimes (Code 903) CCAD Printout for the Current Month**
 - *Include even if no hate crimes were reported during the month.*
- Hate Incidents (Code 921) CCAD Printout for the Current Month**
 - *Include even if no hate incidents were reported during the month.*
- Ensure LAPD Hate Crime Codes match DOJ Hate Crime Codes**
- DOJ Hate Crime System Bias Motivation (Table 1) Printout for Current Month**
- Copies of Hate Crime Report Package**
 - *Investigative Report and/or Arrest Report*
 - *Follow-up Investigative Report(s)*
 - *Victim's Request for Confidentiality of Information form*
 - *Watch Commander's Daily Report (with or without the hate crime entry)*
- Copies of Hate Incident Reports**
 - *Include Follow-up Investigation Report (if one was completed or DCTS notes).*
- Email copy of Monthly Hate Crime Report to the Hate Crimes Unit: Hatecrimesunit@lapd.online**

03.01.06 (7/20)

FOR REFERENCE ONLY – SEE CCAD MANUAL FOR COMPLETE CODES

When MO codes of 0903 (Hate Crime) or 0921 (Hate Incident) is used, additional codes for Bias and corresponding Sub-Bias code is required.

MO CODE: 0903 – Hatred/Prejudice OR 0921 – Hate Incident						
1. Crime or Incident	2056	2058	2055	2053	2054	
2. Bias ↓	Victim targeting based on Gender	Victim targeting based on Gender Non-Conforming	Victim targeted based on Race/Ethnicity/Ancestry	Victim targeted based on Religion	Victim targeted based on Sexual Orientation	
3. Sub-Bias	<p>1507 Bias: Anti-female</p> <p>1508 Bias: Anti-male</p>	<p>1509 Bias: Anti-Gender non-conforming</p> <p>1510 Bias: Anti-Transgender</p>	<p>1511 Bias: Anti-American Indian/Alaskan Native</p> <p>1512 Bias: Anti-Arab</p> <p>1513 Bias: Anti-Asian</p> <p>1514 Bias: Anti-Black or African American</p> <p>1515 Bias: Anti-Citizenship Status</p> <p>1516 Bias: Anti-Hispanic or Latino</p> <p>1517 Bias: Anti-Multiple Races (Group)</p> <p>1518 Bias: Anti-Native Hawaiian or Other Pacific Islander</p> <p>1519 Bias: Anti-Other Race/Ethnicity/Ancestry</p> <p>1520 Bias: Anti-White</p>	<p>1521 Bias: Anti-Atheism/Agnosticism</p> <p>1522 Bias: Anti-Buddhist</p> <p>1523 Bias: Anti-Catholic</p> <p>1524 Bias: Anti-Eastern Orthodox (Russian/Greek/Other)</p> <p>1525 Bias: Anti-Hindu</p> <p>1526 Bias: Anti-Islamic (Muslim)</p> <p>1527 Bias: Anti-Jehovah's Witness</p> <p>1528 Bias: Anti-Jewish</p> <p>1529 Bias: Anti-Mormon</p> <p>1530 Bias: Anti-Multiple Religions Group</p> <p>1531 Bias: Anti-other Christian</p> <p>1532 Bias: Anti-other Religion</p> <p>1533 Bias: Anti-Protestant</p> <p>1534 Bias: Anti-Sikh</p>	<p>1535 Bias: Anti-Bisexual</p> <p>1536 Bias: Anti-Gay (Male)</p> <p>1537 Bias: Anti-Heterosexual</p> <p>1538 Bias: Anti-Lesbian</p> <p>1539 Bias: Anti-Lesbian/Gay/Bisexual or Transgender (Mixed Group)</p>	
<p align="center">QUESTIONS</p> <p align="center">Please contact your Divisional Hate Crime Coordinator Or Robbery Homicide Division Hate Crime Coordinator (213) 486-6840</p>						

HATE CRIME AND/OR HATE INCIDENT INVESTIGATIVE REPORT CRITERIA CHECKLIST

THE CHECKLIST SHALL BE ATTACHED AS A PAGE OF THE INVESTIGATIVE REPORT, FORM 03.01.00, AND *THE* ARREST REPORT, FORM 05.02.00

REPORTING OFFICERS AND APPROVING SUPERVISORS SHALL ENSURE THAT ALL TASKS ON THE CHECKLIST HAVE BEEN COMPLETED PRIOR TO REPORT APPROVAL.

- Request a field supervisor to their location;
- Notify the watch commander for the Area of occurrence;
- Notify *the* Department Operations Center (DOC), *Communications Division* and document the notification in the related report;
- Complete the appropriate crime or arrest report(s) and check the "MOTIVATED BY HATRED/PREJUDICE" box. If the incident does not constitute a specific crime, the Investigative Report (IR), Form 03.01.00, shall be titled "Hatred Incident;"
- Complete the Hate Crime Supplemental Report, Form 03.01.05;
- Complete the Request for Confidentiality of Information, Form 03.02.00;
- Provide the victim with a Hate Crime Resource Pamphlet, Form 15.91.00, and a Marsy's Law pamphlet;
- Notify the DOC, for inclusion of the crime or incident in the Chief of Police 24-Hour Occurrence Log;
- Notify Major Crimes division of any incident involving a church or place of worship;
- Review all reports for completeness and accuracy (e.g., hate crime vs. hate incident);
- Forward a copy of the Watch Commander's Daily Report, *Form 15.80.00*, entry along with a copy of the Sergeant's Daily Report, Form 15.48.00, documenting the contact with the victim to the Area Hate Crime Coordinator;
- Cause the reports to be distributed as soon as possible via the *Area* Records Unit, but no later than the end of watch;
- Forward a copy of the report to the DOC.

OFFICER'S NAME

SERIAL NO.

DATE

APPROVING SUPERVISOR'S NAME

SERIAL NO.

DATE

**HATE CRIME/HATE INCIDENT
DETECTIVE REPORT REVIEW/CRITERIA
CHECKLIST**
(For use by the Investigating Detective)

DR NO.	TITLE OF REPORT		
INVESTIGATING OFFICER'S (I/O) LAST NAME/SERIAL NO.			DATE
CHECKLIST	YES	NO	N/A
Investigative Report Titled Correctly <ul style="list-style-type: none"> > If not, complete a Follow-up Investigation Report, Form 03.14.00 and correct the report title. > Forward a copy to the Hate Crimes Unit, RHD. 			
"Hate Crime/Incident" Box is Checked.			
Hate Crime Resource Pamphlet Provided to Victim(s) <ul style="list-style-type: none"> > If not, IO shall mail pamphlet to Victim(s) and document on a Form 03.14.00. > Forward copy of Form 03.14.00 to Hate Crimes Unit, RHD (213) 488-6888. > Check the appropriate box on the Request for Confidentiality Form 03.02.00. Hate Crimes only. 			
FOR HATE CRIMES ONLY			
Watch Commander Advised of Hate Crime			
DOC Notified <ul style="list-style-type: none"> > DOC shall be advised of all hate crimes. > DOC will make notifications to Command Staff, as deemed appropriate. 			
Request for Confidentiality of Information Form Completed <ul style="list-style-type: none"> > if not completed, IO shall complete one and document on a Form 03.14.00 > Forward copy of Follow-up Investigation Report to Hate Crimes Unit, RHD. 			
Hate Crime Documented on the Watch Commander's Daily Report, Form 15.80.00 <ul style="list-style-type: none"> > Forward copy of Watch Commander's Daily Report to Hate Crimes Unit, RHD. 			
Contact or Attempts to Contact Victim within ten (10) Calendar Days Documented in Follow-up Investigation Report.			
Follow-up Investigation Report Completed within ten (10) Business Days <ul style="list-style-type: none"> > Forward copy of Form 03.14.00 to Hate Crimes Unit, RHD. 			
Hate Crime (Code 903) or Hate Incident (Code 921) and Victim Targeted and Bias codes properly coded?			
Case Submitted to District Attorney Hate Crime Unit or City Attorney Crime Suppression Unit?			
Hate Crime Report was Entered in Department of Justice (DOJ) Hate Crime Database.			

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**030.66 DISTRIBUTION GUIDE - FOR REPORTING EMPLOYEES/SUPERVISORS -
INVESTIGATIVE, ARREST, AND PROPERTY REPORTS.**

- EXTRA COPIES -

ABC licensed premises, any arrest on - ABC
Alcohol, untaxed - United States Department of Treasury
Aircraft, Operating under-the-influence of alcohol or drugs - ASD
Airline tickets or validation equipment involved - CCD (Not required if forgery arrest)
Air Support assists with arrest - ASD
Altercation, Department employment a factor - Check box or print ALTERCATION
Asian involved as suspect or victim - Asian Crime Unit, GND
Attack on police officer, firefighter, or public building - MCD
Badge or ID card, Department, Involved - Personnel Division (PCU)
Badge, Special Officer's, involved - CID
Bank involved - Specialized Report Distribution Unit FBI
Bullet or cartridge case, discharged, booked as evidence - FSD
Checks, *check writing* equipment, credit card involved - (Not required if forgery arrest)
Counterfeiting (IR or Property Report with no arrest) - Secret Service
County property stolen - LASD
Consular officers and property - COS, CTSOB, MCD, Media Relations and Community Affairs
Group - OCOP
Crimes involving property in the care of an OPG - CID
Cruelty to animals - DSVD
Department property lost/stolen/recovered - Supply Section, FOD
Destructive devices (illegal), possession of bombs, incendiary devices, etc. - MCD
Disturbing peace of public meetings or schools - MCD
DUI, refused chemical tests - Traffic Auditor
Failing to register (290 PC) - Registration Enforcement and Compliance Team Coordinator for
290 PC; and, Custody Services Division for 11590 H& S
Firearms (illegal), possession of - MCD
Firearms, lost/stolen/booked - R&I Division, Automated Vehicle and Property Section
Supervisor, and DSVD, Gun Unit. If Department issued, also indicate copy for Armory,
Training Division.
Five thousand dollars, property in excess of involved - FBI
Gypsy involved as suspect or victim - CCD
Hatred or prejudice crime or incident - CCS-MCD, *RHD*
Identifiable property lost/stolen - CCD
Impersonating an officer involved - CCD
Labor dispute/strike involved - Labor Relations Unit - EOD
Los Angeles County Metropolitan Transportation Authority-involved, report taken by
LAPD- MTA
Lost Report where pickpocket is probable crime - CCD
Lottery-related crimes - Area vice unit
Metropolitan Division, any arrest & related reports - Metro
Narcotics, stolen or booked - Area Narcotics Enforcement Detail (NED)

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- Police Commission permittee arrested or premises involved (pay parking lot, pawn shop, second hand dealer, etc.) - CID
- Prescription forms, blank, lost/stolen/recovered - (Same as Checks)
- Public Utilities Driver (include taxi) arrested for any charge (on or off-duty) - Department of Transportation
- Racial, religious, ethnic overtones - MCD
- Reserve Officer arrested - Personnel Division (with Department equipment)
- Sex crime with juvenile victim or suspect - Juvenile Division (SECU)
- Sex involved, adult or juvenile (not prostitution) - RHD
- Shots Fired - Check box or print SHOTS FIRED
- Special Officer arrested - CID (with ID)
- Threats against California State public officials - California Highway Patrol
- Workplace Violence reports (IR or Arrest report) - Threat Management Unit - DSVD and SECS
- Youth serving agency employee (school teacher, scout leader, etc.) involved in sex crime, or involved in any crime with juvenile victim - Juvenile Division

INVESTIGATIVE UNITS other than geographic detectives. These units handle both adults and juveniles, unless otherwise indicated. *California Vehicle Code Section 10851 – Grand Theft Auto (GTA)*, arrests are handled by detectives in *the Area* stolen; juvenile runaways are handled by detectives in *the Area* of residence.

Arson - Arson Unit, LAFD	Narcotic (Adult felony) - Area Narcotics Enforcement Detail
Bombing, or threat of - DSVD, MCD	Narcotic (Juv. felony/misd.) - Juv. Unit of occurrence
Bookmaking - VICE (or geographic vice if Harbor, WLA, Pacific or OVB occurrence.)	Threat against elected City official - DSVD
Child abuse - suspect is parent, guardian, etc. - Juvenile Division (ACU)	Traffic (Adult felony or juvenile felony/misdemeanor) - Detective Section
Counterfeiting - CCD	Vice felony (other than bookmaking in Metropolitan area) - Geographic vice
Forgery - CCD	Warrant, felony (other than LAPD warrant) - GND (Fugitive)
Fugitive - GND	

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SPECIALIZED DETECTIVE DIVISION

Auto Theft and Attempt GTA - CCD	<i>Hate Crimes and Homicide - RHD</i>
Bunco/Fortune Telling - CCD	Narcotics, Adult Furnishing to Minor - Juvenile Narcotic Unit
<i>Hate Crimes/Place of Worship Failing To Disperse - MCD</i>	Narcotic Arrests, Felony & Misd. Area Narcotics Enforcement Detail
Carrying Concealed Weapon (Ex-con) - RHD	Pickpocket - CCD
Extortion - RHD	Pimping, Pandering IRs - VICE
Burglary (2 copies) - CCD	Receiving Stolen Property - CCD
Forgery (if handled by OVB, WLA, Harbor) - CCD	Riot, Rout & Robbery (Incl. 211 Purse Snatch) - RHD
Grand Theft (All types) - CCD	Shoplift - CCD

OUTSIDE AGENCIES

ABC	ABC
California State Police	California State Police Executive Protection Bureau 107 South Broadway, Rm. 7012 Los Angeles, CA 90012
DCFS (Child Abuse)	<i>DCFS</i> DCFS MacLaren Hall, 4024 No. Durfee Av. El Monte, CA 91732 Attn: Inquiry & Referral
Department of Transportation	DOT, Investigation & Enforcement Chief Inspector, Stop 725
FBI	FBI

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LASD	LASD Detective Division 211 W. Temple St. Los Angeles, CA 90012
Secret Service	US Secret Service 725 S. Figueroa St., Ste 1300 Los Angeles, CA 90017
Treasury Department	US Treasury Department ATF Bureau, Main Office P.O. Box 1991 Los Angeles, CA 90053

ALTERCATIONS

Copy to employee's commanding officer, employee's bureau commanding officer, and Commanding Officer, Training Division. If Special Officer involved, also send copy to Police Commission.

SHOTS FIRED

Copy to Detective Division, Area of Occurrence; Commanding Officer, *In-Service Training Division*, PLUS:

- If LAPD officer involved, commanding officers of officer and officer's Bureau; Internal Affairs Group; Office of Operations, Detective Bureau; and OCOP.
- If Special Officer involved, Police Commission.
- If Homicide involved and not distributed above, concerned bureau commanding officer and Director of Office of Operations; Detective Bureau.

EXTRA COPIES

Forward one copy as designated in left margin; except:

- If *Metropolitan Division*, forward *two* (2) full Arrest Reports plus one Face Sheet; and one (1) copy of other reports.
- If Asian Task Force, *two* (2) copies.

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DETECTIVE SUPPORT AND VICE DIVISION, DETECTIVE SERVICES SECTION.

Detective Services *Section* is comprised of:

- Court On-Call Unit;
- District Attorney Liaison Unit;
- City Attorney Liaison Unit; and,
- Traffic Court Liaison Unit.

COURT ON-CALL UNIT. The Court On-Call Unit is responsible for:

Court-On-Call:

- Monitoring Municipal and Superior Court cases for which officers are on-call;
- Daily delivery of subpoenas to concerned Areas;
- Contacting subpoena control personnel when officers are ordered to court;
- *Communicate with prelim District Attorneys and divisional watch commander and/or subpoena control officers to ensure on duty on-call personnel are available;*
- *Communicate with Information Technology Division (ITD) to ensure E-subpoena system is running properly;*
- *Providing in-service training; and,*
- Maintaining statistics relative to on-call cases.

Court Check-In:

- Documenting arrival and departure times of officers appearing for court at the Criminal Courts Building;
- Providing overtime reports for off-duty officers and recording the arrival and departure on the report;
- Monitoring officers' court attire;
- Subpoena Control Facilitator;
- *Communicating with and training Area subpoena control personnel;*
- Conducting audits pertinent to court activities; and,
- *Maintaining a close working relationship with the Judicial Liaison Officer.*

DISTRICT ATTORNEY LIAISON UNIT. The District Attorney Liaison Unit is responsible for:

- Maintaining liaison with the Deputy District Attorney's filing criminal cases;
- Organizing and presenting criminal cases submitted through the video/fax filing program;
- Retrieving criminal records through the County archives for filing of video/fax cases;
- Monitoring the felony arraignment court, Division 30;
- Releasing felony charges on defendants in Division 30 when the charges were rejected or transferred (*via California Penal Code Section 17b4 – Motion to Reduce a Felony Charge to a Misdemeanor*) to the City Attorney;

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- Re-filing felony cases that are dismissed at the preliminary hearings, at the direction of a Deputy District Attorney;
- Assisting Los Angeles Police Department detectives and detectives from other jurisdictions with case organization;
- Maintaining statistics pertinent to duties;
- *Submitting cases to the Los Angeles County Department of Probation, in lieu of filing or in addition to current filing charges;*
- *Maintaining disposition logs of daily "here-body" arraignment court cases;*
- *Coordinating with Deputy District Attorneys and Los Angeles Police Department detectives and officers to ensure efficient follow-up investigations for proper filings; and,*
- *Accessing the Los Angeles Police Department, Detective Case Tracking System; Los Angeles County Consolidated Criminal History Reporting System; Los Angeles County Adult Case Management System; and, the State of California and Federal criminal history computer systems to ensure that cases are thorough and filed in a timely manner.*

Special Liaison. Maintain liaison with *the Los Angeles District Attorney's Office* to assist in processing complaints, warrants, and writ lists and to regularly provide Department directives affecting complaint procedures.

CITY ATTORNEY LIAISON UNIT (CALU). The City Attorney Liaison Unit is responsible for:

- *Staffing the 17(b)(4) DA Referral Details, Custody and Non-Custody Straight Misdemeanor Details and Body Worn Video Desk;*
- *Processing misdemeanor and Release from Custody (RFC) arrest reports;*
- *Processing misdemeanor cases that are not routinely assigned to a detective;*
- *Reviewing and processing 17(b)(4) PC arrest reports, where the defendants are in custody, have bailed out or were released on their own recognizance;*
- *Organizing and presenting misdemeanor criminal cases received through the video/fax filing program;*
- *Processing arrest reports from designated geographic Custody Services divisions;*
- *Updating the Criminal Case Management System (CCMS) with misdemeanor arrest reports that are submitted to the City Attorney for filing consideration;*
- *Processing Non-Traffic Notice to Appear arrest reports;*
- Reviewing and processing misdemeanor reports for the following entities:
 - Central, Rampart, Hollenbeck, Northeast, Newton, Hollywood, Olympic, Wilshire, Southwest, 77th Street, and Southeast; and,
 - *Gang and Narcotics Division, Metropolitan Division, Juvenile Division, Operations-Central Bureau Gang Enforcement Detail, Operations-West Bureau Gang Enforcement Detail, Central Traffic Division, West Traffic Division, South Traffic Division and Commission Investigation Division; and,*

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- *Reviewing and processing misdemeanor arrest reports from outside law enforcement agencies.*

Special Liaison. *The CALU will maintain liaison with:*

- **City Attorney's Office and City Attorney's Staff.** *Regarding the processing of complaints, City Attorney Request for Petitions, warrants, and DA Referrals and to regularly provide Department directives affecting complaint procedures;*
- **Clara Shortridge Foltz Criminal Justice Center.** *Special liaison shall be maintained for the release of misdemeanor inmates; and,*
- **Outside law enforcement agencies and jurisdictions.** *Special liaison with outside law enforcement entities regarding City Attorney filing policy and guidelines.*

TRAFFIC COURT LIAISON UNIT (TCLU). *The Traffic Court Liaison Unit is responsible for:*

- *Receiving, reviewing, and filing all Department traffic citations;*
- *Returning deficient traffic citations to the issuing division for corrections;*
- *Receiving all Department Absentee Parking Citations and forward to the Los Angeles Department of Transportation;*
- *Receiving and filing all misdemeanor Driving Under the Influence and other traffic-related misdemeanor cases from Operations-South Bureau (except Harbor Area), Operations-Central Bureau, West Traffic Division, and Wilshire Area;*
- *Conducting Follow-up Investigations for the City Attorney's Office;*
- *Receiving and processing all documentation related to Trials by Declaration for Metro Branch;*
- *Conducting officer check-in and case tracking for misdemeanor cases assigned to the Misdemeanor Trial Courts at Metro Branch;*
- *Issuing citation copies to officers appearing in Division 67 Court (traffic citation court);*
- *Issuing Court Notices to divisional Subpoena Control Officers for officers appearing at the Metro Branch on misdemeanor cases;*
- *Issuing Court Notices to divisional Subpoena Control Officers for officers appearing in Department 67 at Metro Branch;*
- *Receiving and processing all Department Citation Cancellation Requests;*
- *Coordinating revisions to Department traffic citation forms and with Judicial Council of California, the Los Angeles Superior Court, and,*
- *Coordinating revisions to the Citation Guide (Form 16.65.0) with the Los Angeles Superior Court and Risk Management and Policies Division.*

CRISIS RESPONSE SUPPORT SECTION. *The Crisis Response Support Section is comprised of:*

- *Threat Management Unit.*
- *Mental Evaluation Unit:*

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- Triage Desk,
- Systemwide Mental Assessment Response Team (SMART);
- Case Assessment Management Program (CAMP); *and,*
- *Administrative-Training Detail.*

Special Duties: The officer-in-charge is the Department's Mental Illness Project Coordinator.

THREAT MANAGEMENT UNIT. The Threat Management Unit (TMU) is responsible for:

- *Providing advice to officers and detectives handling stalking investigations;*
- *Providing training to City employees on threat assessment, stalking, and threat related crimes;*
- *Staffing the City's Threat Assessment Team, which manages workplace violence cases perceived to present an immediate danger to City employees;*
- Assuming all investigative responsibility for selected cases wherein an individual demonstrates an abnormal fixation and generates a long-term pattern of threats, stalking, or unsolicited acts of threatening communication directed toward another person within the City of Los Angeles;
- Reviewing cases involving individuals who become victims of specific acts or behavior which have been identified as fitting the criteria required by TMU;
- Investigating all written and verbal threats of harm to Los Angeles City government officials; *and,*
- Assuming responsibility for criminal investigation of workplace violence incidents involving any City department wherein:
 - The suspect requires mental evaluation pursuant to 5150 of the Welfare and Institution Code;
 - The suspect meets the criteria for an arrest; or,
 - An officer obtains an Emergency Protective Order for workplace violence involving a City employee as the protected person.

Exception: Robbery-Homicide Division (RHD) maintains investigative responsibility for threats to sworn police personnel that arise as a result of their position or law enforcement related activities.

Note: Professional Standards Bureau will assume investigative responsibility for all administrative aspects of incident(s) involving Department employees when misconduct is alleged.

MENTAL EVALUATION UNIT. The Mental Evaluation Unit (MEU) is responsible for:

- *Conducting or assisting with preliminary investigations of persons who, during a contact with police, are suspected of having a mental illness;*
- Investigating persons suspected of being wanted escapees from mental institutions;
- Coordinating the assignment of apprehension and transportation orders;

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- Arranging, upon request, for uniformed officers to assist Lanterman-Petris-Short Act (LPS) designated Psychiatric Mobile Response Teams or court designated conservators in the apprehension of persons suffering from a mental illness, who are being placed on a mental health hold;
- Maintaining, amending, and distributing the Department's "Incidents Involving Persons Suspected of suffering from Mental Illness," Notebook Divider;
- Providing advice to officers on the confiscation and disposition of firearms or other deadly weapons confiscated from persons with a mental illness;
- Providing information on attempt suicide, barricaded suspect, or hostage incidents involving persons with a mental illness;
- Assisting field officers with intervention, referral, or placement of a person with *suspected* mental illness, which aids in the prevention of unnecessary incarceration and/or hospitalization of persons with a mental illness;
- Providing roll-call training relative to MEU and System-wide Mental Assessment Response Team (SMART) responsibilities;
- Maintain liaison with the Missing Persons Unit to determine if a reported missing person has been *hospitalized due to a suspected mental illness*;
- Providing staff support for the *Mental Health Community Reintegration Program* (MHCRP) Coordinator and Advisory Committee;
- Maintaining liaison with the Department of Health Services, Los Angeles County Department of Mental Health, and hospitals regarding policies and procedures involving the detention and involuntary *hospitalization* of persons *of suffering from a mental illness*;
- Providing analysis of state and federal legislation pertinent to law enforcement encounters with persons *suspected of suffering from a mental illness*;
- Providing expertise and support to *Personnel and Training Bureau* regarding all training in the area of *police contacts with persons suspected of suffering from mental illness*;
- Conducting audits of filed Categorical and Non-Categorical Use of Force reports with *persons suspected of suffering from a mental illness*, maintained by *Critical Incident Review Division*;
- Assisting the MHCRP Coordinator with the review of completed Use of Force reports with *persons suspected of suffering from mental illness*;
- Coordinating data collection to effectively measure all mental health crisis responses by the Department; and,
- Review, initiate and coordinate Department training courses involving the response to and handling of *calls for service* involving persons *suspected of suffering from mental illness*.

Note: Mental Evaluation Unit is no longer responsible for conducting preliminary investigations of officers who are suspected of being mentally ill, nor of making the appropriate notifications concerning all mentally ill employees.

Special Liaison. The MEU will maintain liaison with Psychiatric Hospitals and Mental Health Agencies to assist in the proper placement of persons suspected of having mental illness.

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Special Files: The MEU will maintain files of the following:

- *Mental Evaluation* reports, *with supporting documents*; and,
- Unserved apprehension and transportation orders.

SYSTEM-WIDE MENTAL ASSESSMENT RESPONSE TEAM (SMART). The *System-wide* Mental Assessment Response Team (SMART) is responsible for:

- Assisting field police officers whenever they come into contact with persons *suspected of suffering from* a mental illness;
- Providing intervention, referral, or placement for a person with a *suspected* mental illness allowing field officers to quickly return to other field duties;
- Preventing unnecessary incarceration and/or hospitalization of persons *suspected of suffering from* a mental illness;
- Providing alternate care in the least restrictive environment through a coordinated and comprehensive system wide approach;
- Assisting with *gathering and providing pertinent mental health related information* at critical incidents; and,
- Assisting with *persons suffering from a mental health crisis* at disaster scenes.

CASE ASSESSMENT MANAGEMENT PROGRAM (CAMP). The Case Assessment Management Program is responsible for:

- Managing cases involving persons with a history of violent criminal activity *who are suspected of suffering from* a mental illness;
- Managing cases involving persons with a history of mental illness that have resulted in numerous responses by law enforcement and the use of substantial police resources;
- Preventing unnecessary incarceration and/or hospitalization of persons *suspected of suffering from* a mental illness;
- Providing alternate care in the least restrictive environment through a coordinated and comprehensive system wide approach;
- Maintain files of *Receipts and Notice of Rights for Confiscated Firearms/Other Deadly Weapons*; and,
- *Other high-risk cases involving persons suspected of suffering from a mental illness including*, but are not limited to:
 - Subjects that attempt suicide by cop;
 - High utilization of emergency services by abuse of the 911 system;
 - Subjects that initiate the response of SWAT and/or high-profile tactical operations;
 - Returning veterans suffering *from* Post Traumatic Stress Disorder, or other mental illnesses;
 - Persons involved in acts of targeted school violence;
 - The seizure of firearms from the mentally ill prohibited possessors; and,
 - Persons enrolled in the State of California, Conditional Release Program (ConRep).

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SPECIAL ENFORCEMENT SECTION. The Special Enforcement Section is comprised of:

- *Citywide Nuisance Abatement Unit/Piracy Team;*
- *Field Evaluators Unit; and,*
- *Operations ABC Unit.*

Special Enforcement Section is responsible for:

- *Monitoring and evaluating Area vice unit investigations to ensure adherence to Department's standard procedures and policies;*
- *Maintaining liaison with Area commanding officers and vice officers in charge;*
- *Coordinating and distributing vice-related Conditional Use Permit hearing notices; and,*
- *Providing formal training at the Department's Vice School and to any local police agencies when asked.*

Special Liaison. *The Special Liaison of Special Enforcement Section is responsible for:*

- *Maintaining liaison with the Motion Picture Association of America; and,*
- *Maintaining liaison with the Recording Industry of America.*

CITYWIDE NUISANCE ABATEMENT UNIT/PIRACY TEAM. *The Citywide Nuisance Abatement Unit/Piracy Team is responsible for:*

- *Identifying problem establishments suitable for abatement procedures;*
- *Providing assistance and functional supervision to vice/narcotic personnel in abatement proceedings;*
- *Maintaining files on all establishments subject to abatement proceedings;*
- *Maintaining liaison with the City Attorney's Office regarding abatement proceedings;*
- *Maintaining statistical information on abatement proceedings;*
- *Advising and training Department employees on Conditional Use Permits and nuisance abatement revocations;*
- *Investigating any organized manufacturing of illegal replicated music CDs and DVD movies;*
- *Assisting Area vice units conducting piracy task force operations;*
- *Investigation of persons involved in shipping and handling of pirated goods via the Ports of Los Angeles. This also includes working in partnership with Major Crimes Division, ICE, US Customs and Border protection, and District Attorneys toward the successful arrest and prosecution of these cases; and,*
- *Proactive arrests of illegal street sales of counterfeit goods.*

FIELD EVALUATORS UNIT. *The Field Evaluators Unit is responsible for:*

- *Monitoring and training Area Vice units regarding vice policies, procedures, and best practices;*

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- *Conducting inspections of Area Vice units, correcting deficiencies and providing training;*
- *Providing expertise and guidance on vice investigations;*
- *Maintaining a database of Confidential Vice Report, Form 03.18.00 vice investigations;*
- *Auditing and updating Vice Reports, correcting deficiencies and providing training;*
- *Providing training to vice operators participating in Trick Task Forces and Disrobing Operations, as defined in the Department's Vice Manual;*
- *Assisting Bureau Vice Coordinators with Area vice audits;*
- *Providing advice and feedback on vice performance regarding investigations, arrests, Zoning Hearings, Alcohol Beverage Control inspections, and mandatory minor decoy operations;*
- *Assisting Area vice units obtain necessary resources to conduct investigations; and,*
- *Providing Citywide vice training.*

OPERATIONS ALCOHOL BEVERAGE UNIT (ABC). *The Operations ABC Unit is responsible for:*

- *Monitoring and supporting Area ABC/Tobacco operations;*
- *Responding to Commanding Officer requests for assistance at problem ABC locations;*
- *Conducting Standardized Training for Alcohol Retailers (STAR);*
- *Conducting inspections at ABC locations;*
- *Training and supporting Minor Decoy operations;*
- *Maintaining a Liaison with the State ABC; and,*
- *Managing State ABC Grant.*

EXPLOITATION AND INVESTIGATIVE SECTION. *The Exploitation and Investigative Section is comprised of:*

- *Missing Persons Unit;*
- *Human Trafficking Unit; and,*
- *Animal Cruelty Task Force.*

MISSING PERSONS UNIT. *The Missing Persons Unit is responsible for:*

- *Citywide investigation of missing and found adults;*
- *Ensuring that follow-up reports are completed and cancellation teletypes are sent when missing adults are located;*
- *Providing advice to Department employees to secure a *Division of Records* (DR) number for use on a Missing Persons Investigation Report, Form 03.16.00;*
- *Investigating reports of missing adults received from outside sources;*
- *Assisting the coroner in the identification of unidentified bodies;*
- *Answering all correspondence received by the Department pertaining to alleged missing persons; and,*

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- Completing the appropriate notifications when advised by an outside agency that a resident of the City of Los Angeles has been reported missing, *or when located, if reported missing in the Missing and Unidentified Persons System (MUPS)/National Crime Information Center.*

Special Files. *Special Files personnel are responsible for maintaining files of the following:*

- Missing adult formal reports; *and,*
- Major disaster victims.

HUMAN TRAFFICKING UNIT. The Human Trafficking Unit (*HTU*) is responsible for:

- *Monitoring street level prostitution, pimping/pandering, and organized prostitution rings;*
- *Monitoring massage parlors and escort services to verify they are not fronts for prostitution;*
- *Investigating and/or coordinating strategies of all human trafficking cases involving minor victims (17 years or younger).*
- *Investigating prostitution-related offenses as they connect to organized crime;*
- *Identifying and arresting individuals involved in human trafficking for the purpose of prostitution;*
- *Partnering with the FBI, U.S. State Department, and the Los Angeles County District Attorney's Office to investigate and prosecute cases of human trafficking;*
- *Investigating and prosecuting pimp organizations involved in domestic trafficking, with a strong emphasis on individuals who traffic in minors;*
- *Conducting computer-based investigation to identify and apprehend suspects who use the internet as a means of enticing and/or coercing young people into prostitution, via the Internet Crimes Against Children (ICAC) Unit;*
- *Assisting Area Vice units in conducting prostitution related investigations and/or task force operations;*
- *Assisting Area Vice units in identifying and removing problem/nuisance locations; and,*
- *Providing expert testimony in pimping/pandering and prostitution related cases in Superior and Federal Courts.*

Note: *The HTU may assume investigative responsibility for the following crimes against a victim of any age when the:*

- *Victim is kidnapped by being forced into a vehicle and taken to a secondary location for the sole purpose of commercial sex acts;*
- *Victim is admitted to a hospital due to injuries caused by a trafficker (Pimp) or purchaser (John);*
- *Victim is transported from another state or country for the purposes of commercial sex acts; or,*
- *All cases of involuntary servitude.*

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Exception: The vice unit of the Area making the arrest is responsible for obtaining the complaint for violations of *California Penal Code* Sections 266 – *Carnal Abuse of Children*, through 266(i) – *Rape, Abduction, Carnal Abuse of Children and Seduction*.

Training. Personnel assigned to the Human Trafficking Unit teach the following courses at Vice School:

- Prostitution and Task Force Operation;
- Pimping and Pandering;
- Escort Services;
- Massage Parlors; and,
- Human Trafficking.

Because of their expertise, these same instructors have been asked to provide training to other law enforcement agencies and to members of the media.

Task Force Operations. Personnel assigned to the unit *participate in various local, state and federal task forces as directed by the Chief of Police, or his or her designee.*

ANIMAL CRUELTY TASK FORCE (ACTF). *The ACTF is responsible for:*

- *Investigating any malicious and intentional maiming, mutilating, torturing, or wounding of a living animal or malicious and intentional killing of an animal;*
- *Investigating animal cruelty, neglect, poisoning, mutilation or sacrifice, bestiality, cockfighting and dog fighting; and,*
- *May assist or handle an investigation, or arrest, when requested by first responders, who are conducting an animal cruelty investigation.*

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CHIEF OF DETECTIVES.

CHIEF OF DETECTIVES - FUNCTIONS. Chief of Detectives is responsible for conducting investigations and providing investigative services necessarily performed on a Citywide basis.

DETECTIVE BUREAU - ORGANIZATION. *Detective Bureau* is comprised of *Detective Services Group*, which consists of:

- Commercial Crimes Division;
- Detective Support and Vice Division;
- Juvenile Division;
- Robbery-Homicide Division;
- Gang and Narcotics Division;
- Forensic Science Division;
- Technical Investigation Division; *and*,
- *Homicide Library*.

CHIEF OF DETECTIVES. The Chief of Detectives *oversees Detective Services Group* and performs the following functions:

- Exercises line command over the operations of Detective Bureau;
- Coordinates criminal investigation functions throughout the Department;
- Maintains liaison with the courts, District Attorney, and City Attorney;
- Is designated as the Department Coordinator to the following positions: Detectives; *Hate Crimes*; Domestic Violence/Victim Info Notification Everyday (VINE); and Judicial Liaison; *and*,
- Maintains the Undesirable Informant File.

CHIEF OF DETECTIVES - SPECIAL LIAISON. The *Commanding Officer of Detective Bureau* will maintain liaison with:

- Criminal Justice System; *and*,
- Federal Law Enforcement Investigators.

DOMESTIC VIOLENCE/VINE COORDINATOR RESPONSIBILITIES. The Chief of Detectives, is designated as the Department's Domestic Violence/VINE Coordinator and is responsible for:

- Coordinating the VINE program;
- Approving changes or modifications to the *Domestic Violence Victims (DVV)* pamphlet, *Form 15.42.01*;

Note: Request for updates to the DVV pamphlet *are* to be generated by, or routed through, the Domestic Violence Coordinator, Detective Bureau.

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- Maintaining liaison with the Los Angeles County Sheriff's Department and the VINE Company; and,
- Assisting on matters relative to investigative expertise for domestic violence crimes.

JUDICIAL LIAISON – FUNCTIONS. The *Commanding Officer of Detective Bureau* is the Department's Judicial Liaison Officer and is responsible for:

- Developing liaison and improving relations between the Department and the judiciary;
- Representing the Chief of Police on various bench and bar association committees;
- Maintaining liaison with the offices of the Los Angeles County Public Defender, District Attorney, Jury Commissioner, and Los Angeles City Attorney;
- Establishing and maintaining liaison with judges, commissioners and administrative officers of the Federal, Appellate, Superior, and Municipal Courts;
- Developing methods for improving relations with the judiciary and lawmakers; and,
- Maintaining liaison between the Department and the judiciary by consulting with judges of the Municipal, Superior, and Appellate Courts to enhance police-court relationships.

COMMANDING OFFICER, DETECTIVE SERVICES GROUP. The Commanding Officer, *Detective Services Group*, under the direction of the Chief of Detectives, performs the following functions:

- Exercises line command over the operations of the six specialized investigative divisions of the Chief of Detectives; and,
- Is designated as the Department Coordinator to the following positions:
 - California Witness Relocation and Assistance Program (CAL WRAP);
 - Narcotics;
 - Vice;
 - Department Narcotics/Nuisance Abatement and Conditional Use Permit; and,
 - Mental Health Crisis Response Program (MHCRP).

ASSISTANT COMMANDING OFFICER - SPECIAL LIAISON. The Commanding Officer, *Detective Services Group*, is responsible for maintaining liaison with:

- Corporate Security; and,
- Victim, Witness Assistance Programs.

HATE CRIME RESPONSIBILITY. The Commanding Officer, *Detective Services Group*, is the Department's Hate Crime Coordinator's *designee* and shall:

- Maintain liaison with the Police Commission, Media Relations Section, the Federal Bureau of Investigation Civil Rights Program (CRP) Coordinator, *United States*

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Attorney, Department of Justice, outside agencies, and community groups regarding crimes or incidents motivated by hate or prejudice;

- Maintain school and law enforcement partnerships, known as interagency safe school programs, to address the problem of hate crimes *in* schools;
- Monitor monthly hate crime and hate incident statistical reports;
- Meet with the Chief of Police to discuss hate crime and incident patterns and the status of major crimes and on-going investigations;
- Meet with Area Hate Crime Coordinators and conduct training on quarterly basis; and,
- Keep informed of all internal and external issues pertaining to hate crimes or incidents and, as appropriate, initiate changes to Department procedures to improve the Department's response.

MENTAL HEALTH CRISIS RESPONSE PROGRAM (MHCRP). The MHCRP is established as a function under Detective Bureau and the Assistant Commanding Officer, Chief of Detectives, is the MHCRP Coordinator and is responsible for:

- Maintaining, attending and supporting the MHCRP Advisory Board which meets quarterly, consisting of community stakeholders and persons in the mental health community;
- Maintaining liaison with the Los Angeles County Department of Mental Health;
- Providing information to outside agencies on Department procedures relating to the handling of persons with mental illness;
- Analyzing state and federal legislation affecting persons with mental illness;
- Maintaining liaison with County and private hospitals on issues relating to persons with a mental illness;
- Providing expertise and support to Training Division regarding all training in the area of mental illness;
- Conducting audits of filed non-categorical Use of Force reports with indicators of mental illness maintained by the *Critical Incident* Review Division of the Department;
- Coordinating data collection to effectively measure all mental health crisis responses by the Department; and,
- Meeting regularly with the Department's Mental Illness Project (MIP) Coordinator to review Department strategies, policies, and procedures relating to the handling of persons with mental illness.

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COUNTER TERRORISM *GROUP*, MAJOR CRIMES DIVISION.

MAJOR CRIMES DIVISION - ORGANIZATION. Major Crimes Division (MCD) will consist of:

- Office of the Commanding Officer;
- Anti-Terrorism Intelligence Section;
- Anti-Terrorism Liaison Section;
- Surveillance Support Section;
- Criminal Conspiracy Section;
- Criminal Investigation Section; and,
- Organized Crime Section.

COMMANDING OFFICER, MAJOR CRIMES DIVISION. The Commanding Officer, Major Crimes Division, under the direction of the Commanding Officer, Counter Terrorism *Group*, exercises line command over the operations of *MCD*.

MAJOR CRIMES DIVISION - FUNCTIONS. Major Crimes Division is responsible for:

- Collecting and analyzing information related to individuals and groups who may be planning, threatening, financing, aiding/abetting, attempting or performing unlawful acts, the results of which are intended to further their societal objectives, to influence societal action, or to harass on the basis of race, religion, national origin or sexual orientation;

Note: Threat Management Unit, Detective Support and Vice Division (DSVD), is responsible for the investigation of threatening letters directed toward the Mayor, public officials and City entities. The Area detective division is responsible for the investigation of other threatening letter incidents. A copy of these types of correspondence are to be forwarded to the Commanding Officer, DSVD.

- Investigating all bombings, attempt bombings, bomb threats, facsimile devices, explosive devices, nuclear, chemical or biological material when used in the commission of a crime, or as it relates to terrorism;
- Assisting Areas/divisions with major crime investigations, when appropriate;

Note: The Commanding Officer, Counter Terrorism and Special Operations Bureau (CTSOB), *shall* coordinate and liaise with the Commanding Officer, Detective Bureau, on existing investigations. The Director, Office of Special Operations, will attempt to resolve any disagreement over investigative responsibility between CTSOB and Detective Bureau. The final reviewing authority will remain with the Chief of Police.

- Disseminating, via intradepartmental communication, information necessary for field operations;
- Investigating and/or assisting the Los Angeles Fire Department Arson Unit for

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- arson-related crimes at houses of worship (e.g., a suspicious fire at a church, synagogue, mosque or temple);
- Assuming responsibility for investigations or providing assistance with investigations which exceed the resources of an Area/division;
- Maintaining liaison with other members of the Department, other law enforcement and governmental agencies, and business and residential communities in the region for matters related to terrorism;
- Coordinating, procuring, retaining and maintaining a file of undercover driver licenses of MCD personnel; *and*,
- Investigating electronic 911 abuse incidents.

The Commanding Officer, MCD, is designated as the Department's Terrorism Liaison Officer Program (TLOP) Coordinator. The Department TLOP Coordinator will exercise Citywide oversight of Area/specialized divisions Terrorism Liaison Officers (TLOs) and ensure that effective communication is maintained between the area TLOs and MCD.

MAJOR CRIMES DIVISION - TERRORISM LIAISON OFFICER PROGRAM. Major Crimes Division is responsible for the following:

- Authorizing terrorism-related advisories, alerts and warnings;
- Maintaining liaison with Area and divisional TLOs;
- Coordinating regular meetings for information sharing meetings and training for TLOs; *and*,
- Acting as a conduit for information provided by the TLOs to the Joint Regional Intelligence Center (JRIC).

In addition, MCD will act as an intake center for the following:

- Information pertaining to possible terrorism or a terrorist related activity; *and*,
- Dignitary security issues.

MAJOR CRIMES DIVISION COMMANDING OFFICER'S RESPONSIBILITIES. The Commanding Officer, MCD, is designated as the Department's TLO Program Coordinator.

- The Department TLO Program Coordinator will exercise Citywide oversight on Area/division TLOs; *and*,
- Ensure that effective communication is maintained between all TLOs and MCD.

MAJOR CRIMES DIVISION, ANALYSIS SECTION. Analysis Section collects, maintains, analyzes, tracks and shares information involving incidents that may have a potential nexus to terrorism. The Analysis Section identifies patterns, trends and/or clusters of activity which may identify potential targets, such as specific persons, locations or critical infrastructures. The Analysis Section provides Suspicious Activity Report (SAR) data and terrorism-related information to the terrorism liaison officers.

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Analysis Section is responsible for:

- Coordinating all SARs initiated by the Department, community and business sources;
- Application of appropriate Behavior/Activity codes (Based on The Office of the Director of National Intelligence, (ODNI) Functional Standards;
- Conducting preliminary follow-up *investigations* of SARs;
- Vetting of *SARs*;
- Suspicious Activity Report case assignment, tracking, mapping and assessments;
- Coordinating the Department's TLOP;
- Coordinating the Department's Regional Public/Private Infrastructure Collaboration System (RPPICS);
- Coordinating the Department's Trap Wire/iWatch system;
- Liaising with local government agencies and officials in exchange of terrorism alerts; and,
- Initiating and maintaining contacts with local community and business members regarding terrorism awareness.

MAJOR CRIMES DIVISION - SPECIAL LIAISON. Major Crimes Division maintains *responsibility* for providing protective intelligence information to:

- United States Secret Service, for the purpose of providing investigative and intelligence liaison about persons who pose a potential threat to the safety of the President of the United States or other persons under the protection of the Secret Service;
- United States Department of State, for the purpose of providing investigative and intelligence liaison about persons who pose a threat to the safety of visiting dignitaries;
- United States Department of Homeland Security;
- Foreign consulates;
- Federal Bureau of Investigation (FBI); and,
- Central Intelligence Agency (CIA).

MAJOR CRIMES DIVISION, ANTI-TERRORISM INTELLIGENCE SECTION.

Anti-Terrorism Intelligence Section is responsible for:

- Investigating individuals and groups who may plan, threaten, finance, aid/abet, attempt or perform unlawful acts, the results of which are intended to further their societal objectives, to influence societal action, or to harass *persons* on the basis of their race *or ethnicity, gender, gender identity or expression, disability, religion, national origin or sexual orientation*;
- Assisting Criminal Investigative Section (CIS), Major Crimes Division (MCD), personnel in investigating individuals and groups who may be involved in electronic 911 abuse incidents to further their personal or political action, harass on the basis of race *or ethnicity, gender, gender identity or expression, disability, religion, national origin or sexual orientation*; and,
- Coordinating Protective Intelligence Details with the United States Secret Service.

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JOINT REGIONAL INTELLIGENCE CENTER SECTION. The JRIC is a multi-agency operation consisting of federal, state and local law enforcement agencies. The primary mission of the JRIC is the intake, analysis and dissemination of terrorism related information. As part of a national network of fusion centers, the JRIC serves as the fusion center for the seven county regions consisting of Los Angeles, Orange, Riverside, San Bernardino, San Louis Obispo, Ventura, and Santa Barbara counties. In addition, the JRIC is one of four Regional Terrorism Threat Assessment Centers (RTTAC) *in the state of California*.

Personnel from MCD are assigned full time to the JRIC to facilitate the processing of SAR information, conduct analysis of intelligence and criminal investigations, and to facilitate the overall sharing of terrorism intelligence information with federal, state and local law enforcement agencies. Personnel also participate in JRIC programs related to information sharing including but not limited to critical infrastructure and the Terrorism Liaison Officer Program.

JOINT REGIONAL INTELLIGENCE CENTER SECTION – RESPONSIBILITIES. The JRIC Section is responsible for:

- Publishing formal Threat Assessments for major events as directed by the Commanding Officer, MCD; and,
- Facilitate the sharing of Department SAR data with the JRIC.

SURVEILLANCE SUPPORT SECTION. The Surveillance Support Section is responsible for providing both physical and technical surveillance capabilities for Department-wide operations.

Physical Surveillance Section is responsible for:

- Providing support to investigations through physical surveillance; and,
- Gathering intelligence and criminal information through physical surveillance activity.

Technical Support Unit (TSU) is responsible for:

- Providing criminal and intelligence investigative support when the investigations involves, or can be aided by the use of, technical surveillance;
- Deploying electronic equipment that can locate, track and observe criminal and intelligence activities to aid in the successful resolution to the investigation; and,
- Assisting CIS, MCD, in expediting the service of a search warrant to telephone companies and internet providers.

CRIMINAL CONSPIRACY SECTION. Criminal Conspiracy Section (CCS) is responsible for:

- Investigating all bombings, attempted bombings and bomb threats where an actual device or facsimile device is used, and/or as it is related to terrorism;

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Note: Criminal Conspiracy Section will investigate all crimes related to the threat of a bomb.

- Investigating all crimes in which an explosive device, chemical, nuclear, radiological or biological materials are used or threatened to be used in the commission of a crime, including homicides by bombing;
- Investigating selected hate crimes and hate incidents involving explosives, terrorism or arson;

Note: The Commanding Officer, Detective Bureau, *or his or her designee*, is the Department's Hate Crime Coordinator. *Robbery Homicide Division's Hate Crime Coordinator* has the responsibility for collecting, maintaining, analyzing and disseminating information on all incidents motivated by hatred or prejudice.

Criminal Conspiracy Section will continue to provide assistance on selected hate crimes and incidents after approval involving the Commanding Officer, *CTSOB*, the appropriate bureau chief and the Commanding Officer, Detective Bureau. However, *Area/division detectives will* continue to be responsible for the investigation of routine hate crimes unrelated to terrorism.

- Investigating crimes of extortion or threats of extortion when the extortion elements involve real or implied reference to explosives, explosives/destructive devices or any type of nuclear, radiological, chemical or biological material;
- Participating in the interagency "House of Worship Taskforce"; and,
- Providing assistance to *the Area detective division* on investigations when the scope of the investigations exceeds the resources of the *Area detective division* and/or if terrorist-related.

CRIMINAL INVESTIGATION SECTION. Criminal Investigation Section (*CIS*) is responsible for:

- *A general threat or specific crime of hate directed at a church or place of worship, with or without the use of an explosive device;*
- Investigating individuals or groups that are involved in criminal activity that have a domestic or international terrorist nexus;
- Investigating and arresting individuals involved in electronic 911 abuse incidents;
- Investigating incidents deemed an eminent threat to public safety; and,
- Upon approval from the Commanding Officer of *CTSOB*, *CIS* may be tasked with assisting Area detectives on cases that require additional resources and/or specific expertise.

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ORGANIZED CRIME SECTION – FUNCTIONS. The Organized Crime Section is responsible for:

- Suppressing and preventing organized crime through gathering, recording, and investigating individuals and organizations whose backgrounds, activities, or associates identify them with, or are characteristics of organized crime;
- Maintaining liaison with other appropriate city, state, federal, and international agencies to assist in their investigations on organized crime activities;
- Providing oversight, training, and support to all Department entities regarding organized crime activities as directed by the Chief of Police.
- Collecting, recording, maintaining, and disseminating intelligence information relevant to individuals or groups involved in major organized criminal groups and enterprises;
- Coordinating Protective Intelligence Details with the Department of State; *and*,
- *Liaising* with foreign consulates.

SOURCE DEVELOPMENT UNIT – FUNCTIONS. The Source Development Unit is responsible for:

- Providing a group of subject matter experts to provide training and advice to officers handling informants and sources;
- Providing experienced officers trained in a proven methodology of source development and handling. These officers act as a resource to other units within MCD, to proactively recruit or deploy informants/sources of information on active investigations; and,
- *Maintaining* a pool of informants and sources of information. This pool is available to provide valuable and timely information regarding current and ongoing situations that will affect the City of Los Angeles.

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DETECTIVE BUREAU, ROBBERY-HOMICIDE DIVISION.

ROBBERY-HOMICIDE DIVISION – FUNCTIONS. Robbery-Homicide Division (RHD) is responsible for:

- Investigating the following on a Citywide basis:
 - Bank robberies, and other selected robberies, extortions, threats of extortion, homicides, sexual assaults and kidnaps;

Exception: The vice unit of the Area making the arrest is responsible for obtaining the complaint for violations of California Penal Code Sections 266 – Carnal Abuse of Children, through 266(i) – Rape, Abduction, Carnal Abuse of Children and Seduction.

- Illegal Abortions;
- Non-traffic related officer-involved incidents which result in death or serious injury;
- Incidents where an employee is killed or seriously injured as a result of being the victim of, or suspect in, a crime;
- The death or injury of an employee as a result of a suicide or attempted suicide caused by a gunshot;
- The accidental death or injury of an employee caused by a gunshot;
- Arson homicides; and,
- Verifying the eligibility of claimants when a reward is offered by the City for a crime investigated by an outside agency (e.g., *Los Angeles* Fire Department Arson Unit or *Los Angeles* City employee victimized outside the City).

ROBBERY-HOMICIDE DIVISION – SPECIAL FUNCTIONS.

- Notifying *the* Department Operations Center (DOC) if a Blue Alert is needed;
- Once *the* DOC receives a Blue Alert approval from the *California Highway Patrol* (CHP), the assigned RHD investigator *shall* contact Media Relations Section personnel;
- The assigned RHD investigator is responsible for contacting *the* DOC to cancel the CHP's Blue Alert and Communications Division broadcasts; *and*,
- *Department Hate Crime Investigative Coordinator.*

ROBBERY-HOMICIDE DIVISION – ORGANIZATION. Robbery-Homicide Division is comprised of:

- Robbery Special Section;
- Homicide Special Section;
- Cold Case Special Section;
- Special Assault Section; and,
- Special Investigation Section

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COMMANDING OFFICER, ROBBERY-HOMICIDE DIVISION. The Commanding Officer (*CO*), *RHD*, under the direction of the *CO*, *Detective Services Group (DSG)*, exercises line command over the operations of Robbery-Homicide Division (*RHD*).

When an employee is killed or seriously injured and *RHD* is the primary investigating entity, *the CO of RHD shall* determine which investigative entity within *RHD* should be responsible for the investigation, assign primary investigative responsibility to that entity, and determine if additional expertise from outside of *RHD* is required.

Note: The decision to use additional investigative entities will take into consideration such factors as the cause of injury or death, the employee's duty status, and the possibility of misconduct or criminal activity.

COMMANDING OFFICER, ROBBERY-HOMICIDE DIVISION. *The CO, RHD may assume investigative responsibility for any crime in the City of Los Angeles, with the approval of the Commanding Officer, DSG or at the direction of the Chief of Police.*

ROBBERY-HOMICIDE DIVISION, SPECIAL LIAISON TO THE CORONER'S OFFICE. The *CO, RHD* is responsible for:

- Maintaining contact and a proactive ongoing relationship with the Coroner's Office;
- Mediating issues between the Coroner's Office and Department personnel as needed;
- Having quarterly contact with the Coroner's Office to ensure that topics of mutual concern are addressed and handled; and,
- Providing liaison between the Coroner's Office and Department personnel who maintain responsibility for death investigations.

ROBBERY-HOMICIDE DIVISION, ROBBERY SPECIAL SECTION.

ROBBERY SPECIAL SECTION – FUNCTIONS. The Robbery Special Section is responsible for investigating the following on a Citywide basis:

- Illegally Smuggled Aliens;
- Extortions or threats of extortion when a prolonged investigation is required, and the extortion does not involve a juvenile as the suspect or victim and the suspect has threatened to do unlawful injury to the person or property of another;
- Selected robberies where a prolonged investigation is required or the investigative manpower required exceed geographic Area detective divisions resources;
- Kidnappings, when:
 - There is the potential for serious bodily injury or death; or,
 - The facts indicate a connection to a major Citywide problem; or,
 - A prolonged investigation is required or the investigative resources required exceed geographic Area detective division capabilities; or,

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- *A ransom demand is anticipated or has been made.*
- Smuggled, undocumented persons when kidnaping and extortion are involved;
- Robberies of banks, bank employees, bank messengers, credit unions, savings and loan institutions, or armored car facilities; and, the investigation of ATM robberies, and customers followed from banks; *and,*
- Extortions, by any means, including explosives, involving an adult or juvenile victim or suspect, and the extortion is directed against a bank, bank employee, bank messenger, federally-insured credit union, savings and loan institution, or armored car facility.

Exception: Criminal Conspiracy Section, Major Crimes Division, *shall* investigate kidnappings involving extortion, when adults or juveniles are victims or suspects, **and** when there is any real or implied reference to an explosive device or any type of nuclear material.

ROBBERY SPECIAL SECTION - SPECIAL DUTIES. The Robbery Special Section is responsible for the following special duties:

Line-Ups. Scheduling and coordinating “Line-ups” of felony prisoners at Custody Services Division, and Department Line-ups held at the Los Angeles County *Men’s* Central Jail.

Reviewing Reports.

- Reviewing all arrest and crime reports pertaining to robberies;
- Selecting and forwarding any pertinent crime trends or modus operandi information to geographic detective divisions.

Special Files. Maintaining files of the following:

- Police impersonators;
- Names, aliases, and modus operandi of robbery suspects committing robbery against jewelry salespersons; and,
- Names, aliases, and modus operandi of bank robbers.

ROBBERY-HOMICIDE DIVISION, HATE CRIME COORDINATOR. *The primary responsibilities of the RHD Hate Crime Coordinator are to collect, maintain, and disseminate statistics on all incidents motivated by hate or prejudice. The Hate Crime Coordinator analyzes the data for identification of patterns, trends, modus operandi, and responsible parties to assist the Department to respond appropriately. The Hate Crime Coordinator provides hate crime education, prevention, and enforcement where designated as part of the Annual Work Plan.*

Additional Responsibilities include:

- *Conducting Quarterly Hate Crime Coordinator’s meetings;*

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- *Forwarding copies of Hate Crime or Incident Reports to the Los Angeles County Commission on Human Relations, Los Angeles County District Attorney's Office/ Los Angeles City Attorney's Hate Crime Units, and to the United States Attorney's Office, Civil Rights Section;*
- *Providing investigative training on handling of hate crimes or incidents and the California Department of Justice (DOJ) Hate Crime Computer System;*
- *Conducting audits on the usage of the California DOJ Hate Crime Computer System; and,*
- *Maintaining liaison with community organizations and commissions.*

ROBBERY-HOMICIDE DIVISION, HOMICIDE SPECIAL SECTION.

HOMICIDE SPECIAL SECTION – FUNCTIONS. The Homicide Special Section is responsible for:

Investigating the following on a Citywide basis:

- Arson homicides;
- Illegal abortions;
- Certain major homicide cases;
- *Criminal investigations involving assault against officers resulting in great bodily injury;*
- Incidents where officers are shot at and did not return fire;
- Outside agencies shootings in the City of Los Angeles (on and off duty);
- Conspiracies to commit murder;
- Solicitation for murder;
- Officer threat assessments;
- High-profile homicides; and,
- Any cases assigned by the Chief of Police.

HOMICIDE SPECIAL SECTION – SPECIAL DUTIES. The Homicide Special Section is responsible for the following special duties:

- ***Very Important Persons (VIP) Duties.*** Providing personnel *investigative expertise for incidents involving a violent crime committed against a visiting VIP in the City;*
- ***Reviewing Reports.*** Reviewing all death, arrest, and crime reports pertaining to homicides. Inputting and maintaining the Homicide Information Tracking Management Automation Network (HITMAN); *and,*
- ***Perkins Team.*** *Robbery-Homicide Division has taken the lead in conducting all Perkins Operations for the Los Angeles Police Department. The Perkins Team consists of four detectives committed to ensuring the appropriate use of this important investigative tool while safeguarding the constitutional rights of all defendants. Thus, RHD shall be notified of all Perkins Operations.*

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ROBBERY-HOMICIDE DIVISION, COLD CASE SPECIAL SECTION.

Cold Case Special Section is comprised of:

- Cold Case Homicide Unit; *and,*
- *Homicide Library*

COLD CASE SPECIAL SECTION FUNCTIONS. Cold Case Special Section is responsible for investigating Cold Case Homicides.

COLD CASE SPECIAL SECTION, HOMICIDE UNIT – SPECIAL DUTIES. The Cold Case Homicide Unit (CCHU) will assume the investigative responsibility for all cold homicide cases where there is scientific evidence not limited to prints, ballistics, a DNA offender hit and/or a DNA case-to-case hit. The CCHU has identified most of the unsolved cold homicide cases in the City of Los Angeles, dating back to the year 1969, and will reopen and assume investigative responsibility, based on solvability factors, which include, but are not limited to, the following:

- Cold homicide cases that originally lacked sufficient evidence for a criminal filing, but could now be proven through the application of DNA processing techniques;
- Cases with latent print evidence that were never processed or can be resubmitted to the Los Angeles Automated Fingerprint Identification System (LAFIS) and/or the Federal Bureau of Investigation's (FBI) Integrated Automated Fingerprint Information System (IAFIS), which did not exist or was not available when the crime occurred;
- Cases with ballistic evidence that were never processed and can now be submitted to CROSSFIRE/National Integrated Ballistics Information Network (NIBIN);
- Cases with modus operandi and/or signature aspects that were sufficiently unique to match with other cases captured in the FBI's Violent Crime Apprehension Program (ViCAP); and,
- Cases that were not prosecuted because identified suspects and/or witnesses could not be located or were uncooperative at the time of the initial investigation.

Note: If a homicide is still within the initial five-year period from the date of occurrence, RHD will have the authority to selectively assume the investigative responsibility for certain cases. If the case is assumed by RHD, a Follow-Up Investigation Report, Form 03.14.00, will be completed in accordance with Detective Operations Manual (DOM), Volume I, Section 120.00, and all protocols for the transfer of an investigation will apply.

ROBBERY-HOMICIDE DIVISION, SPECIAL ASSAULT SECTION.

SPECIAL ASSAULT SECTION – FUNCTIONS. The Special Assault Section is responsible for investigating selected sexual assault and cold sexual assault cases at the direction of the CO, RHD.

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SPECIAL ASSAULT SECTION – SPECIAL DUTIES. The Special Assault Section is responsible for the following duties:

- **Liaison with Hospitals.** Maintaining liaison with hospitals to facilitate and ensure proper collection of evidence in sexual assault cases. Distributing analyzed evidence envelopes, tags, and forms to hospitals;
- **Special Assault Investigations.** Coordinating rape investigations on a Citywide basis and providing rape investigation training as required;
- **Cold Sexual Assaults.** Assuming the investigative responsibility for cold sexual assault cases where there is a DNA offender hit or a case-by-case hit, and the case is more than two years old;

Note: If a sexual assault case is still within the initial two-year period from the date of occurrence, RHD will have the authority to selectively assume the investigative responsibility for certain cases (DOM Section 1/120.00);

- **Reviewing Reports.** Reviewing all death, arrest, and crime reports pertaining to sex crimes. Selecting and forwarding any pertinent crime trend or modus operandi information to the Investigative Analysis Unit, Detective Bureau, via the Police Bulletin Request/Cancellation, Form 15.32.00; and,
- **Special File.** Maintaining a file of Citywide forcible rape crime reports.

The Special Assault Section is also responsible for the following investigations:

- *Sexual assault related homicides;*
- *Sexual assault during:*
 - *Hot prowl burglary;*
 - *Business burglary;*
 - *Home invasion robbery; and,*
 - *Business robbery,*
- *Sexual assaults committed by a stranger when a firearm is seen;*
- *Sexual assaults committed by a stranger where the victim is admitted to a hospital due to injuries sustained during the assault;*
- *Sexual assaults committed by a stranger where the victim is kidnapped by being forced into a vehicle and transported to a secondary location;*
- *Sexual assaults where the identity of the victim or suspect is of a high-profile nature; and,*
- *Serial sexual assaults.*

DEOXYRIBONUCLEIC ACID (DNA) Tracking Unit. The DNA Tracking Unit is responsible for:

- *Tracking DOJ Combined DNA Index System (CODIS) Hits;*

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- *Disseminating information to investigating officers Department-wide; and,*
- *Ensuring all Sexual Assaults and Evidence Kits (SAEKs) submitted are tested in a timely manner.*

Registration Enforcement and Compliance Team (REACT) Coordinator. The REACT Coordinator oversees the Department's sex offender program including Citywide enforcement teams.

SPECIAL INVESTIGATION SECTION – FUNCTIONS. The Special Investigation Section is responsible for the following:

- Assisting entities in the investigation of all kidnappings, extortion, and/or serious felonious crimes when approved; and,
- Providing tactical surveillance for serious crimes when approved.



A note from the desk of...

KRIS E. PITCHER
CHIEF OF DETECTIVES

September 21, 2021

ROBERT E. MARINO, Deputy Chief
Director, Office of Special Operations

SUBJECT: FOLLOW-UP RESPONSES TO PUBLIC SAFETY COMMITTEE RELATIVE TO RESEARCH REQUESTS ON REPORTED ANTI-ASIAN AMERICAN PACIFIC ISLANDER (AAPI) HATE CRIMES, COUNCIL FILE NO. 21-0264; K/B #3

Rob,

As requested, Robbery-Homicide Division's Hate Crime Coordinator reviewed and made the requested edits to the fact sheet: *FOLLOW-UP RESPONSES TO PUBLIC SAFETY COMMITTEE RELATIVE TO RESEARCH REQUESTS ON REPORTED ANTI-ASIAN AMERICAN PACIFIC ISLANDER (AAPI) HATE CRIMES, COUNCIL FILE NO. 21-0264*, due to a kickback received from the Office of the Chief of Staff. Attached is a Intradepartmental Correspondence, Form 15.2, for the Chief of Police's review and signature, addressed to the Board of Police Commissioners.

Should you have any questions, please contact Detective III James Kwon at (213) 486-7000.

K

Kris

Attachment